



CUYAHOGA COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING

Tuesday, May 28, 2019 / 5:00 p.m.

Administrative Offices / 2121 Snow Road, Parma

cuyahogalibrary.org

**CUYAHOGA COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING AGENDA
28 May 2019
ADMINISTRATIVE BUILDING AUDITORIUM
5:00 p.m.**

TOPIC	TAB#	PAGE#	MOTION
1. Call to Order: Patricia Shlonsky, President			ROLL-CALL
2. Approval of Minutes: April 30, 2019 Board Meeting	1	1-6	ACTION
3. Retiree Recognition	1	7	INFORMATION
4. Public Comment			INFORMATION
5. Report of the Board President			INFORMATION
6. Report of the Executive Director – Terrance Echols, Assistant Director of Adult Education Services - ASPIRE & Supplemental Nutrition Assistance Program (SNAP) Update	2	8-16	INFORMATION
7. Report of the CCPL Foundation Board Liaison			INFORMATION
8. Human Resources Report	3	17-22	ACTION
9. Finance Committee Report: • Financial Statement Review – Fiscal 2019 – April • Investments: Fiscal 2019 – April • Purchase Approval List • Gift Report	4	23-24 25-29 30 31-32 33	INFORMATION ROLL-CALL ACTION ACTION
10. New Business • Resolution to Amend Official Certificate of Estimated Resources and Amend Appropriations • Alternative Tax Budget Information • Resolution Authorizing the Library to Amend Agreement with Building Technicians for Roof Replacement at the Fairview Park Branch Library • Resolution to Approve Change Order Number One for Building Technicians Corp., regarding the Fairview Park Library Roof Replacement • Resolution Authorizing CCPL to Advertise for Bids for HVAC Replacement at the Maple Heights Branch	5	34 35-41 42-43 44-46 47	ROLL-CALL ROLL-CALL ACTION ACTION ACTION
11. Executive Session • Collective Bargaining Matters to prepare for collective bargaining • Certain Personnel Matters pertaining to the employment of a public official or employee pursuant to Ohio Revised Code section 121.22 (G)(1).			ROLL-CALL
12. Adjourn			ACTION

**CUYAHOGA COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES
30 April 2019**

The April 30, 2019 meeting of the Cuyahoga County Public Library Board of Trustees was held at the Cuyahoga County Public Library Administration Building Auditorium, 2111 Snow Road, Parma, Ohio. With a quorum of six (6) Board members present, President Shlonsky called the meeting to order at 6:00 p.m.

Roll-Call: **Present:** Edward H. Blakemore, Dean E. DePiero; William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley – 6.
Absent: - 0
Vacant: - 1

Also present: Executive Director Sari Feldman; Operations Director and Fiscal Officer Scott Morgan; Communications and External Relations Director Hallie Rich; Assistant Finance Director Robert Dolan; Facilities Director Jeff Mori; Branch Services Director - East Enda Bracken; Branch Services Director - West Caroline Vicchiarelli; IT Director Jim Haprian; Technical Services Director Daniel Barden; Assistant Development Director Meghann Marnecheck; and other interested observers.

Approval of Minutes:

President Shlonsky asked for a motion to approve the minutes of the March 12, 2019 Special Board meeting minutes that were sent to the Board members in advance of this meeting.

01-04/2019

Trustee Leonard moved to approve the minutes, seconded by Trustee Blackmore. Seeing no corrections, omissions or additions, the minutes of the March 12, 2019 Special Board meeting minutes were approved by unanimous vote of the Board members present.

President Shlonsky asked for a motion to approve the minutes of the March 26, 2019 Board meeting that were sent to the Board members in advance of this meeting.

02-04/2019

Trustee Varley moved to approve the minutes, seconded by Trustee Leonard. Seeing no corrections, omissions or additions, the minutes of the March 26, 2019 Board meeting minutes were approved by unanimous vote of the Board members present.

Retiree Recognition:

President Shlonsky recognized and thanked Joyce Jones and Barbara Parnell for their many years of service to Cuyahoga County Public Library (CCPL) and wished them the best on their retirement. Both retirees were present.

Sue Kirschner, Youth Literacy and Outreach Manager read the resolution for Joyce Jones into the record.

Ms. Jones thanked the Board of Trustees, the administration, Executive Director Feldman, Deputy Director Strobel, union leadership, LLD Director and Managers, her manager Sue Kirshner, and her co-workers, her husband and family.

Trustee DePiero arrived at 6:07 p.m.

Steve Haynie, Branch Manager, Maple Heights, read the resolution for Barbara Parnell into the record.

Ms. Parnell thanked the Board and her fellow co-workers. I have enjoyed my 25 years at CCPL Maple Heights Branch. **(See pages 120-121)**

Public Comment:

There was no public comment.

Report of the Board President:

President Shlonsky stated that the Executive Director search is underway. Applications are due mid-May. Ads have been placed and recruitment brochures have been distributed and the awareness is growing.

Report of the Executive Director:

Executive Director Feldman stated she is hearing that the recruitment brochure is widely admired. CCPL Solon Branch will close at 5:30 p.m. on July 3rd for fireworks, and CCPL Strongsville Branch will close at 5:30 p.m. on July 17th for the Homecoming Parade.

Executive Director Feldman mentioned TSD Specialist Mary Schreiber had a book published in March. The book is titled, *Partnering with Parents: Boosting Literacy for All Ages.*

Executive Director Feldman mentioned Deputy Director Strobel has been named co-chair of the Education Committee of Cuyahoga County's Complete Count Committee. This is Cuyahoga County's census project to ensure that people complete and return the 2020 census. You may recall that she is leading this effort for ALA, so it is great that she will have the ability to work on the census locally.

Deputy Director Strobel gave an update on CCPL's Safety and Security. She stated safety for our customers and our staff while in our branches is one of our top priorities. There have been events locally and nationally that have brought increased focus on the fact that we work in a very public and open setting and there are vulnerabilities that we must pay close attention to. We must and we do work diligently to minimize these vulnerabilities while at the same time maximizing both safety and open access. Recently, she along with, Operations Director Morgan, Human Resources Director Sample, and Facilities Director Mori convened a safety summit with representatives from the Union, and Security Coordinators Loggins, and Grame.

Recent Improvements:

- Additional cameras have been added and upgraded
- Monitor hours were increased in some locations
- Stronger school relationships were established with Warrensville Heights School
- Security Coordinator Loggins, and Security Coordinator Grame trained staff at all Branch meetings
- Updated and redistributed Run, Hide, Fight training document
- Strengthening police department relationships
- Additional technological and building security plans are underway
- Convene the safety summit on a regular basis
- for Security Coordinator Loggins, and Security Coordinator Grame

Deputy Director Strobel thanked Facilities Director Mori, Security Coordinator Loggins, and Security Coordinator Grame for leading the safety and security efforts. They do an outstanding job and are extremely committed.

Director Sample presented CCPL Diversity and Inclusion Strategic Plan Update. Handouts were provided. Once people join our team, we need to provide them with opportunities to help them grow. We have developed a systematic way for management to plan their future and develop skillsets. The recruitment and selection process are critical for our organization. The skillset for those that are on our hiring teams are one of the most crucial factors; making sure in the interview process to recognize unique skillsets that will help our workforce. There is some progress when it comes to building more diversity into our workforce, but there is a lot of work to be done.

Director Sample Introduced Talia Seals, CCPL Talent Manager, and her efforts in leading diversity and inclusion in our path forward.

Trustee Leonard asked are you happy with the progress that has been made?

Director Sample stated we are putting in the foundation that will allow us to be very intentional how we bring talent into the organization to make significant progress on how we want the workforce to look going forward.

Trustee Blakemore asked Director Sample to give an update on the interview team and his perspective.

Director Sample stated we were over taxing the same managers too often for interviews because we don't have enough diverse people in the hiring rotation to do the diverse hiring. We will take a pause and reevaluate the diverse hiring pool.

Trustee Varley asked when you look at hiring trends are there any aspirational goals?

Director Sample stated we look to make sure that the workforce at a particular branch reflects the community that surrounds it.

Executive Director Feldman commented we recognize that we don't have a strong enough pipeline to feed promotional opportunities. We are currently seeking a diverse pool of candidates for a position at Warrensville Heights, and we are struggling to create that diverse group of candidates internally and externally. The strength of our tuition program is an opportunity to grow and develop our internal talent for positions.

Trustee Blakemore encourages the Library to set a goal as something to aspire to. Even if it isn't met, it helps to have a goal to work toward.

Report of the CCPL Foundation Board Liaison:

Trustee Blakemore CCPL's Liaison, for the Foundation Board mentioned that the last Foundation Board meeting was held on March 12th. The next Foundation Board meeting is May 14th and will be held at CCPL South Euclid-Lyndhurst Branch. The Board will meet with author Eric Klinenberg following the meeting for a reception and author talk. He invited everyone to attend.

Trustee Blakemore mentioned the Writer's Center Stage (WCS) season will be announced tomorrow night following our event with author Jennifer Egan. Sponsors are already committed. We are anticipating about \$70,000 in revenue from the season. The annual golf event will be on June 10th.

Human Resources Report:

Director Sample offered an update on some of the ideas presented at the previous Policy Planning & External Relations (PPER) Committee meeting. We discussed the Social Media Policy and are now rethinking and considering a broader policy of overall staff conduct. This will be forthcoming.

Director Sample referred the Board to the report provided.

03-04/2019

Trustee Varley moved approval, seconded by Trustee Spangler. Seeing no discussion, the Human Resources Report dated April 30, 2019, was approved as presented by unanimous vote of the Board members present. **(See pages 122-128)**

Finance Committee Report:

Finance Committee Chair Leonard reminded us that the Finance Committee met prior to the Board meeting, and Director Morgan gave an in-depth review of the financials.

Director Morgan gave highlights from the Finance report. He stated that the County's property tax advancements have come in to total about 54% of the entire budget. This doesn't mean we should expect more; this is how the County disburses funds. We believe we are on target with our proposed budget. The Public Library Fund (PLF) was down a bit, but we have received our April disbursement that put us back in line with where we anticipated to be. Patron fines and fees are still up, due mainly to passports.

(See under FINANCE)

Investments - March

Director Morgan stated we purchased three certificates of deposit. We also changed a bit of our investment strategy. We have been able to receive better returns on the STAR Ohio Accounts instead of our traditional money market account, so we have been keeping more funds in the STAR Ohio Accounts.

(See under FINANCE)

04-04/2019

Trustee Leonard moved approval, seconded by Trustee Blakemore. Seeing no additional discussion, the Investment Report Fiscal 2019 – March listing all Money Market Funds, STAR Ohio Accounts, U.S. Treasury Investments, Certificates of Deposit and Agency Securities was approved as presented by roll-call vote. **(See Under FINANCE)**

Roll-Call:

Yea: Edward H. Blakemore; Dean E. DePiero; William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley; **– 6.**

Nea: **– 0.**

Purchase Approval List

Director Morgan stated that the Purchase Approval List (PAL) was reviewed in depth at the Finance Committee Meeting.

05-04/2019

Trustee Leonard moved approval of Purchase Approval List, seconded by Trustee DePiero. Seeing no additional discussion, the Purchase Approval List dated April 30, 2019, was approved as presented by unanimous vote of the Board members present. **(See pages 129-130)**

Gift Report

Director Morgan stated the report includes Friends Groups gifts for branch programming, as well as a gift from the Estate of Sandra V. Montegani.

06-04/2019

Trustee Leonard moved approval, seconded by Trustee DePiero. The gift report was approved by unanimous vote of the Board members present. **(See page 131)**

- **Resolution To Amend Official Certificate of Estimated Resources and Amend Appropriations**

Director Morgan stated this resolution is to amend the budget for the first time this year. These are all special revenue funds of grants received.

07-04/2019

Trustee Leonard moved approval, seconded by Trustee Varley. Seeing no additional discussion, the Resolution to Amend Official Certificate of Estimated Resources and Amend Appropriations was approved as presented by roll-call vote. **(See page 132)**

Roll-Call: **Yea:** Edward H. Blakemore; Dean E. DePiero; William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley; – 6.

Nea: – 0.

- **Resolution To Approve Public Library Fund Allocation 2018-2021**

Director Morgan stated this resolution approves the county's Public Library Fund Allocation. It was previously approved by the other Library systems, but we inadvertently missed bringing it to the Board.

08-04/2019

Trustee Spangler moved approval, seconded by Trustee Varley. Seeing no additional discussion, the Resolution to Approve Public Library Fund Allocation 2018-2021 was approved as presented by roll-call vote. (**See page 133-138**)

Roll-Call: **Yea:** Edward H. Blakemore; Dean E. DePiero; William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley; – 6.

Nea: – 0.

- **Resolution to Negotiate a Construction Management at Risk Agreement in Connection with the New Construction for the Bay Village Library**

Director Morgan stated that the Library received nine responses to the RFQ's. We would like to proceed to contract with Donley's Construction. If we can't come to contract with them, we would move to Regency Construction, Inc., and then to Panzica Construction, Inc.

09-04/2019

Trustee Leonard moved approval, seconded by Trustee Blakemore. Seeing no additional discussion, the Resolution to Negotiate a Construction Management at Risk Agreement in Connection with the New Construction for the Bay Village Library was approved by unanimous vote of the Board members present. (**See pages 139-140**)

Executive Session

President Shlonsky asked for a motion to recess the meeting for an Executive Session for the purpose of discussing certain personnel matters pertaining to consider the employment of a public official or employee pursuant to Ohio Revised Code section 121.22 (G)(1). President Shlonsky also stated that no Board action would be taken after the Executive Session.

10-04/2019

Upon motion of Trustee Varley, seconded by Trustee DePiero, President Shlonsky's request to recess for an Executive Session was approved by roll-call vote at 6:50 p.m.

Roll-Call: **Yea:** Edward H. Blakemore; Dean E. DePiero; William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley; – 6.

Nea: – 0.

Executive Session

President Shlonsky asked for a motion to reconvene the Board meeting following the Executive Session.

11-04/2019

Upon motion of Trustee Leonard, seconded by Trustee Spangler, the Board meeting reconvened by roll-call vote at 7:20 p.m.

Roll-Call: **Yea:** Edward H. Blakemore; Dean E. DePiero; William J. Leonard; Patricia A. Shlonsky; Maria L. Spangler; Robert W. Varley; – 6.

Nea: – 0.

Motion to Adjourn

Seeing no other business under consideration for vote, President Shlonsky asked for a motion to adjourn the meeting.

12-04/2019

Upon motion of Trustee Leonard seconded by Trustee Blakemore the April 30, 2019 meeting of the Cuyahoga County Public Library adjourned at 7:21 p.m.

Approved 28 May 2019

X _____
Patricia A. Shlonsky
President

X _____
Dean E. DePiero
Secretary

Resolution of Appreciation for Kathleen Schnell

- WHEREAS,*** Kathleen Schnell has served with great loyalty as an employee of Cuyahoga County Public Library since her hire on April 26, 1999, as a Children’s Service Clerk at the Administration Building; on September 18, 2000, she was promoted to Programmer Analyst at the Administration Building; on July 12, 2009, her title was changed to Web Content Coordinator; on July 1, 2018, she was transferred to LLD Assistant – Information and Technology Literacy, a position she held until her retirement on May 31, 2019; and,
- WHEREAS,*** she started with CCPL in Youth Services but was always searching for a new challenge. She was instrumental in the creation of CCPL’s first website, learning the basic coding skills needed. She served as Web Developer for two additional website redesigns, learning new skills with each new system; and,
- WHEREAS,*** she demonstrated an affinity for problem solving, searching for solutions that were cost-effective for the organization. She displayed a strong work ethic and was a team player who went out of her way to help her colleagues; and,
- WHEREAS,*** she was an advocate for the work that libraries do, approached new challenges enthusiastically and always took pride in her work at CCPL.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees records its appreciation to Kathleen Schnell for all the years of service she has rendered to the Library and the public and extends to her all good wishes for a happy, healthy and rewarding life.

Patricia A. Shlonsky, President
Board of Trustees
Cuyahoga County Public Library
Date: May 28, 2019



EXECUTIVE DIRECTOR'S MESSAGE

SUMMER LEARNING AT THE LIBRARY

Summer at Cuyahoga County Public Library is an exciting time because we offer young people so many unforgettable learning experiences and activities. Our summer reading program is just the beginning – one part of a continuum of out-of-school time programming that keeps kids productively engaged, safe and entertained during the summer months.

This summer, in addition to our abundance of quality youth programs, we are offering more than 80 free summer camps designed to help students build valuable skills that translate to success in the classroom and beyond. Our wildly popular camps provide students with opportunities to express their creativity using emerging technologies, conduct science experiments, explore coding languages and use engineering fundamentals to create robots and crazy contraptions. Our 2019 summer camps are made possible through the generous support of The Char and Chuck Fowler Family Foundation, The Cleveland-Cliffs Foundation, The Hankins Foundation, Rockwell Automation, the City of Warrensville Heights and individual donors. We thank all of our camp sponsors for supporting the work we do to keep students actively engaged in hands-on learning this summer.

Our summer programs help meet students' out-of-school time learning needs, but we also know that many children in our communities depend on the stability and nutrition offered by school lunch programs. When school is out for the summer their access to healthy food may be very limited. We help fill the void by partnering with the Greater Cleveland Food Bank to offer free lunches to children ages 18 and younger at 10 branch locations. This summer, from early June to early August, our summer lunch locations will receive thousands of visits from hungry children. The summer lunch program helps meet nutrition needs for our community children and thanks to our volunteer lunchtime readers and our staff, reading and learning are at the center of summer life.

Regards,

Sari Feldman
Executive Director

SYSTEM HIGHLIGHTS

Facebook Fans: 29,226

Twitter Followers: 9,981

Instagram Followers: 3,140

#OhioHD12 Did you know @Warrensville_OH has a podcast? Did you know it's recorded at the STUDIO at the Warrensville @CuyahogaLib ? Thank you June for inviting me to be on the show to discuss the Operating Budget just passed in the Ohio House!
@Juanita_Brent, May 20, 2019

What a fantastic crowd last night at the @CuyahogaLib. On this book tour I'm really enjoying the depth of audience questions about process and creativity. I was so wired that after dinner I watched Aliens in its entirety. Still a perfect film.
@dontrythis (Adam Savage), May 17, 2019

Thanks @CuyahogaLib for hosting last night's screening of @SutherlandFilms' "Marcos Doesn't Live Here Anymore." It was honor to join @USMC Staff Sgt Elizabeth Perez (Ret) & Director David Sutherland for the post screening panel.
@DavidLeopold, May 3, 2019

The Strongsville Branch, in partnership with the Strongsville Historical Society, presented a talk on World War II and the home front. The speakers told the story of a resident from Strongsville that survived the Battle of the Bulge. The audience of 50 and the speaker were shocked and moved when that man got up, introduced himself and spoke about his experience!

The North Royalton Branch was honored to host author Allen Lynch, one of only 72 living Medal of Honor recipients. Lynch discussed his new memoir, *Zero to Hero: From Bullied Kid to Warrior*. Accompanied by a military escort, 67 people came to hear how Lynch went from being bullied on the playground in 1950s Illinois to the battlefields of Vietnam – and the demons he's battled ever since.

Susannah Hamm (Parma Branch) and Megan Barrett (Literacy and Learning Division) lead a community dialogue for Project Build, which was attended by 12 educators, community members and Parma City School District Superintendent Dr. Charles Smialek. The attendees were very enthused about helping to identify opportunities for informal STEAM learning in the community. ASCE News published an article about the project in its April 18 issue titled, "Project BUILD Connects Students, Engineers and Libraries."

The Foundation Center (now Candid) presented "Introduction to Finding Grants for Nonprofits" at the Berea Branch. Twenty-seven people from a wide variety of nonprofit organizations learned the 10 most important things to know about finding grants and many other useful facts about the process. The Foundation Directory Online is available free of charge at the Berea Branch in partnership with Baldwin Wallace University. Adult staff members received additional instruction from the presenter, and also set up accounts so that they could continue self-directed learning through the Center's comprehensive website.

The Fairview Park Branch hosted a “Bluegrass in the Spring” concert with faculty from the Cleveland Music Settlement. This joint endeavor was funded, in part, through a grant and through the Friends of Fairview Park Library. Thirty-eight people attended the program, which included a history of bluegrass music and lots of music played on stand-up bass, guitar, mandolin and banjo.

The South Euclid-Lyndhurst Branch partnered with Kaplan books to hold a pilot program on preparing for the AP calculus test. Eight students were shown strategies for taking the test by the author of the popular Barron’s *AP Calculus* books. Each student was given Barron’s AP books as well as access to the practice tests as part of the program.

A Garfield Heights Branch customer has been using the branch’s recording studio to record an audiobook called *Woman Up*. The book is a collection of empowering true stories and monologues told by local women. We look forward to listening to her book when it’s completed.

Isabel Klein (Warrensville Heights Branch) led the Great Stories Club (GSC) at the Cuyahoga Hills Juvenile Correctional Facility (CHJCF) and co-hosted (with CHJCF librarian Katie Hemly) the GSC Completion Party at the correctional facility. Two of the incarcerated youth who participated in the GSC presented their experiences and received certificates for completing the program.

Twenty homeschooled world explorers visited Russia – in the Orange Branch’s meeting rooms. Julia Doyle, a member of the adult reference staff who is from Russia, assisted Meghan Villhauer to put on the program. Julia taught the children some words and phrases in Russian and helped them write their names using the Russian alphabet.

The Beachwood Branch’s eight-week “Great Decisions” series got off to a good start thanks to special guests Gary Benjamin and Ansley Damus. Ansley is an asylum seeker from Haiti. He shared the story of his four-year ordeal seeking asylum in the US, including a two-year stay in Geauga County Jail. Gary, Ansley’s sponsor, helped tell Ansley’s story and added his own informed perspective on the complicated process. Thirty-two adults enjoyed this thought-provoking program on the topic of immigration.

**CUYAHOGA COUNTY PUBLIC LIBRARY
REPORT OF THE EXECUTIVE DIRECTOR
MAY 28, 2019**

ACTIVITIES OF THE EXECUTIVE DIRECTOR

May 1

- Facilitated the William N. Skirball Writers Center Stage with author Jennifer Egan

May 2

- Met with Anne Juster, Library Supporter
- Met with Suzanne Miklos, President and CEO, O.E. Strategies
- Attended Ohio Mean Jobs (OMJ) Workforce Strategy Session, with David Merriman, Administrator of Cuyahoga Job and Family Services and Consultants from Maher & Maher, with Hallie Rich, CCPL Communications & External Relations Director, Pamela Jankowski, CCPL Literacy and Learning Division Director, Terrance Echols, Assistant Director of Adult Education Services, and Ebony Hogan, Career Services, Supervisor
- Attended film screening "*Marcos Doesn't Live Here Anymore*" sponsored by Ulmer & Berne with CCPL Trustee Patricia Shlonsky, Tracy Strobel, CCPL Deputy Director, and Hallie Rich, CCPL Communications & External Relations, CCPL Parma-Snow Branch

May 6

- Facilitated CCPL Foundation Executive Committee Meeting

May 8

- Interviewed by the Digital Atlantic Magazine with Tracy Strobel, CCPL Deputy Director and Rebecca Ranallo, CCPL Technology & Info Literacy Manager
- Attended DigitalC Finance Committee Meeting

May 9

- Participated in Cleveland.Com photoshoot as one of Northeast Ohio's Influential Women and Leaders
- Attended CCPL Foundation Finance Committee Meeting, CCPL Independence Branch

May 14

- Facilitated CCPL Foundation Board Meeting, CCPL South Euclid-Lyndhurst Branch
- Attended author reception and event featuring Eric Klinenberg, with CCPL Foundation Board Members and CCPL Operating Board members, and CCPL Executive Team members, South Euclid-Lyndhurst Branch

May 14-15

- Gave Executive Director Address for three CCPL Staff Development Day sessions

May 16

- Gave opening remarks and welcome for PNC Celebrating Women Business Leaders, CCPL Parma-Snow Branch Auditorium

May 17

- Facilitated CCPL Business Breakfast at Progressive Field, hosted by Paul Dolan, CEO, Cleveland Indians, with Jeff Boyd, Brothers Brook, LLC, and other Business Community Leaders, CCPL Operating Board members, CCPL Foundation Board members and CCPL Executive Team members

May 20

- Met Joan Kafer, Former CCPL Trustee, and Mary Ann Shipman
- Participated on the May Advisory Council conference call for the Panorama project
- Met with Me'lani Joseph, Director of Engineering, Case Western Reserve University, with Hallie Rich, CCPL Communications & External Relations Director, CCPL Warrensville Heights Branch
- Attended Andrea Pinkney author event, CCPL Warrensville Heights Branch

May 21

- Met with Galen Schuerlein, Director, Roetzel Consulting Solutions, Roetzel & Andress, with Mayor John Cranley, Cincinnati, Ohio
- Attended DigitalC Board Meeting
- Attended Warrensville Heights City Council meeting, with Hallie Rich, CCPL Communications & External Relations Director

May 22

- Met with Cheri & Ben Phyfer, Community Supporters, with Hallie Rich, CCPL Communications & External Relations Director

May 23

- Met with Jennifer Parmentier, CCPL Foundation Board Member, with Bridget Hawes, CCPL Senior Development Specialist
- Met with Lily Data, CCPL Foundation Board Member

May 28

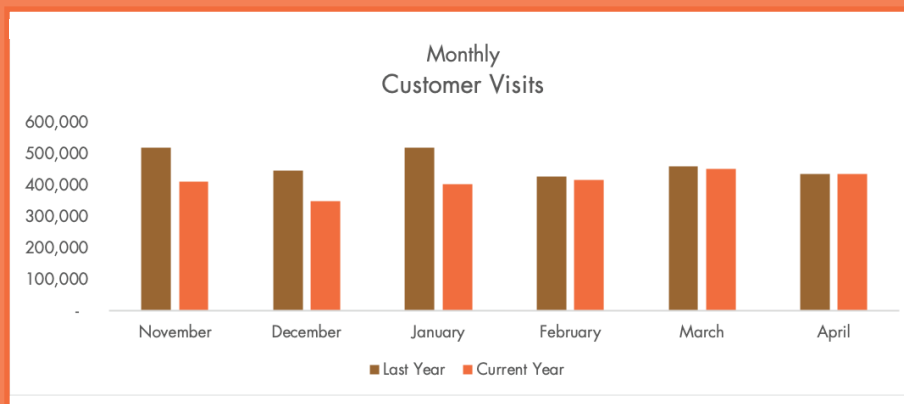
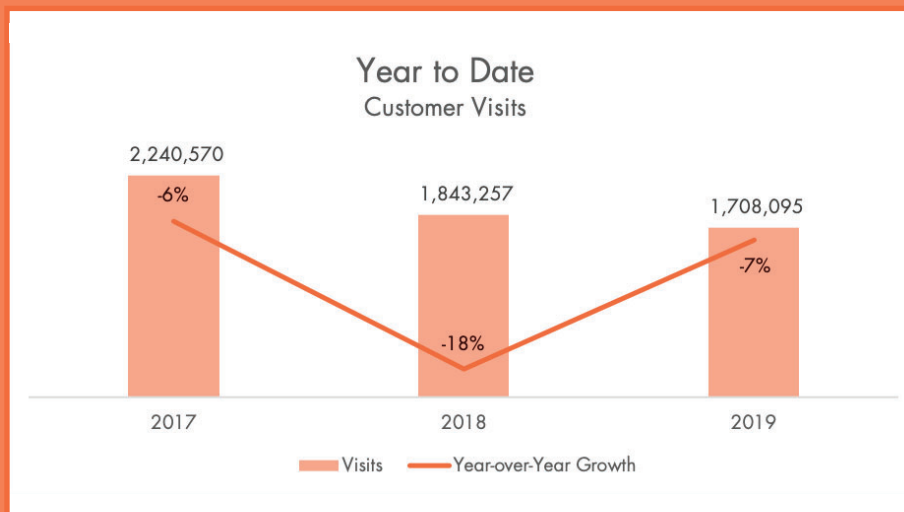
- Interviewed by Brook Bates Bilyj, Contributing Writer, for The Fedeli Factor magazine
- Facilitated Finance Committee Meeting
- Facilitated Board of Trustees Meeting



Executive Director

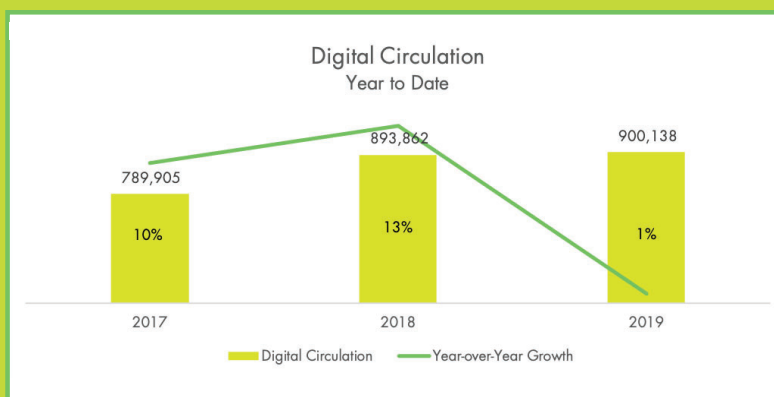
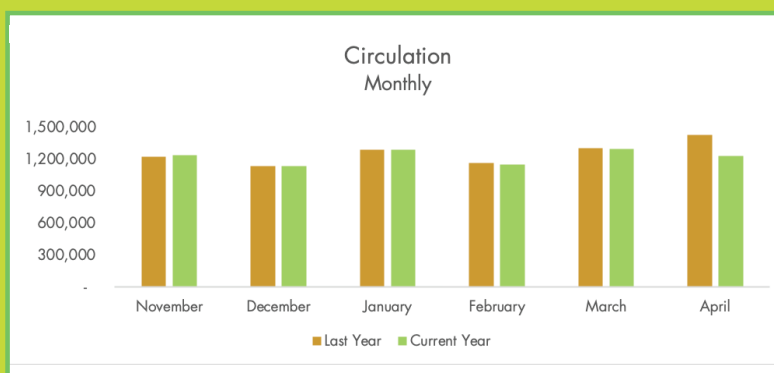
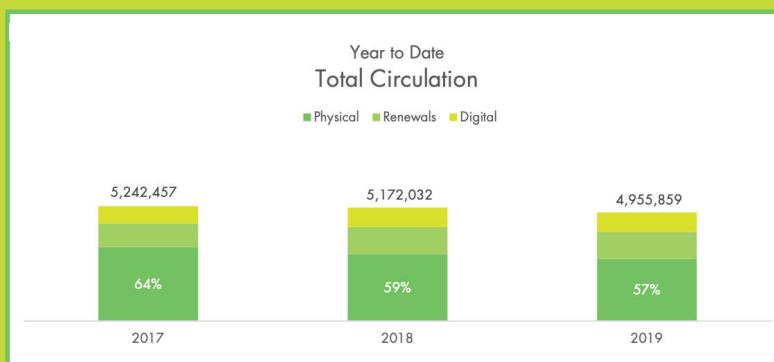
VISITS

APRIL 2019



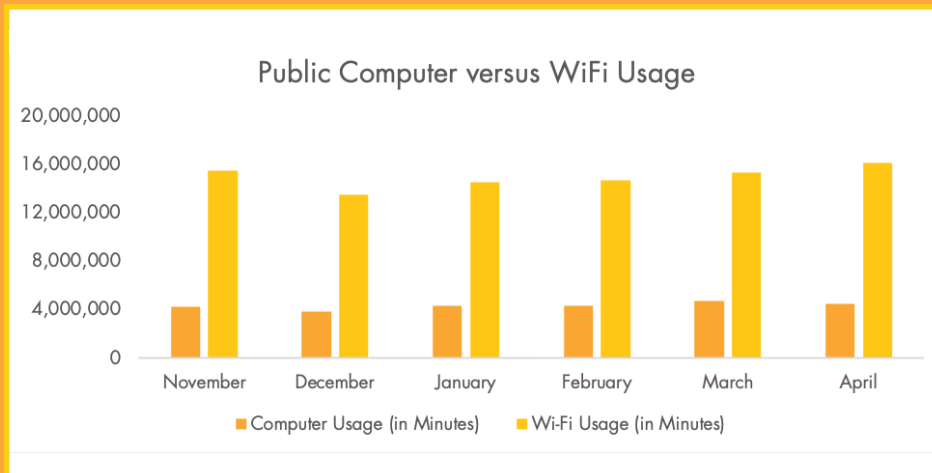
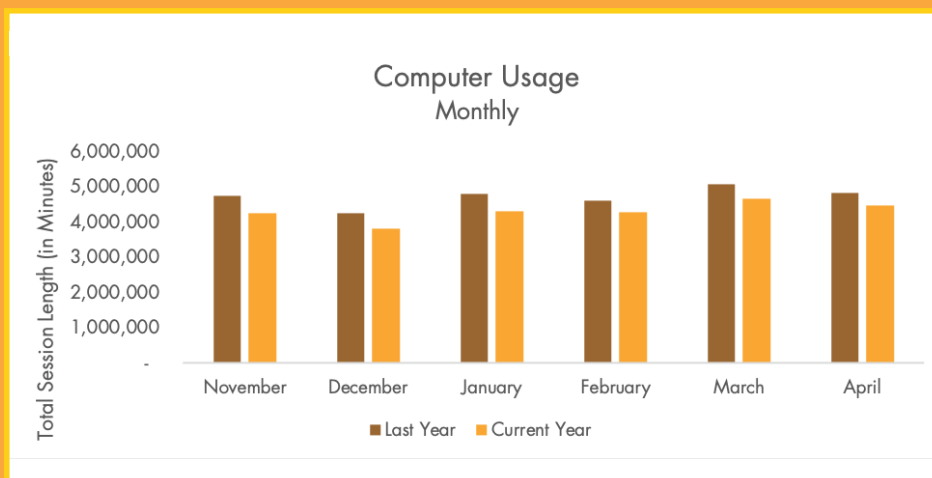
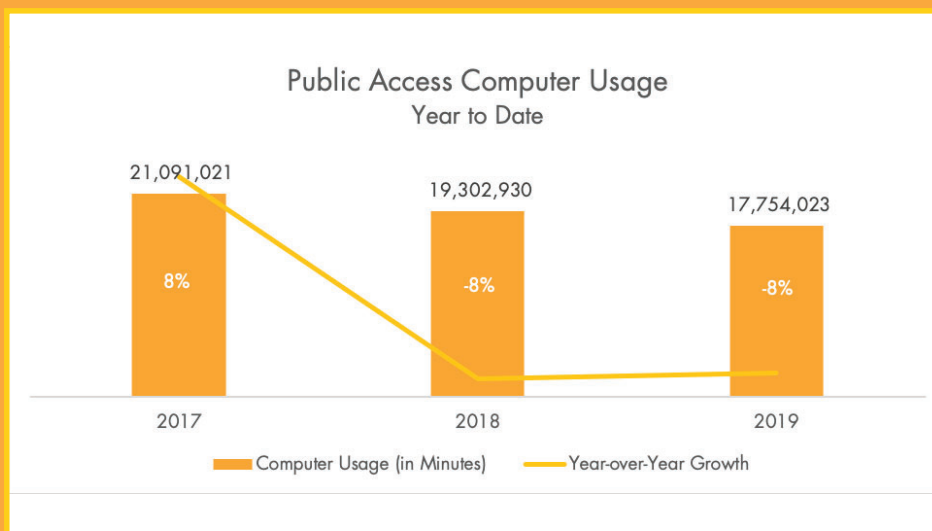
CIRCULATION

APRIL 2019



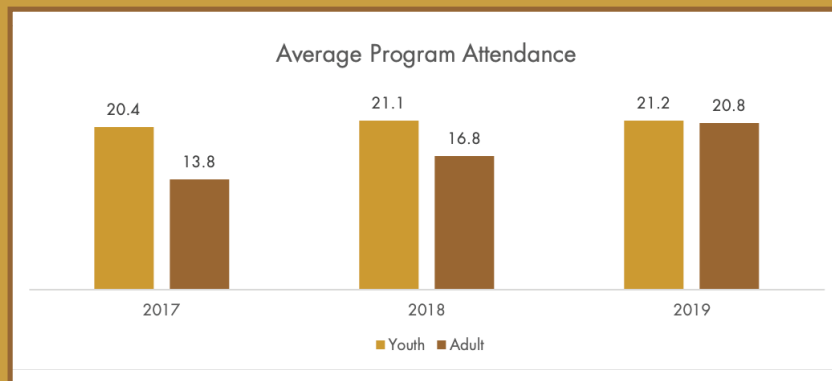
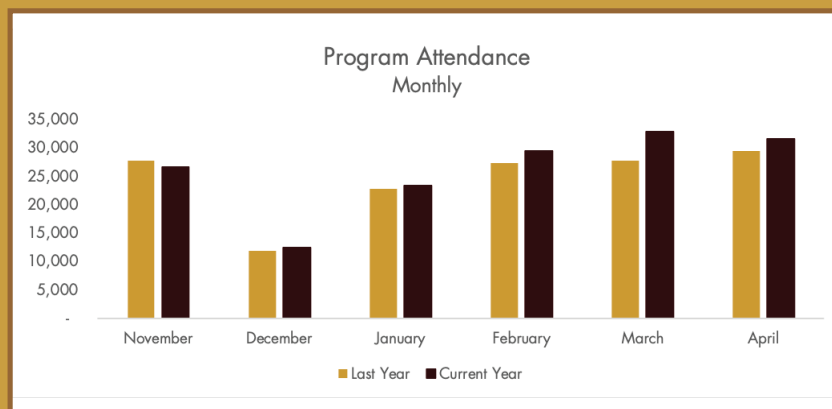
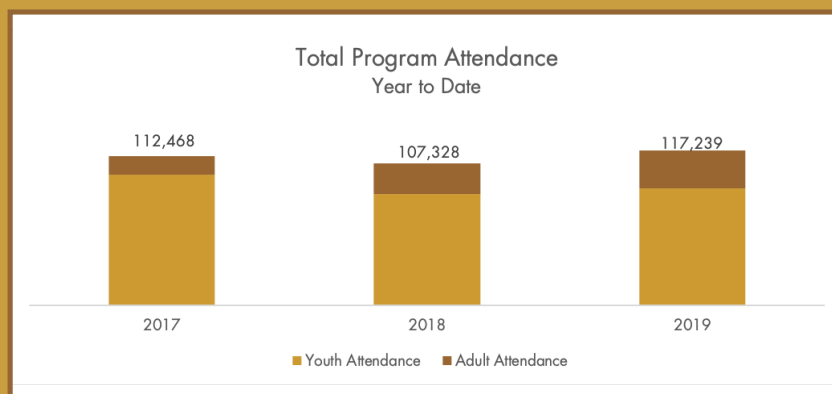
COMPUTER USE

APRIL 2019



PROGRAMS

APRIL 2019



HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

May 28, 2019

APPOINTMENTS									
NAME/POSTION	GRADE	SALARY	HOURS WEEK	COST CENTER	REPLACES	SALARY	REASON	HOURS WEEK	EFFECTIVE DATE
Arcuri, Melissa/Page	OEP	\$8.55	11	OLF113	Thomas Krisak	\$8.80	Resigned	15	05.20.2019
Bessner, Amber/Branch Services Clerk	U07	\$15.67	16	GFH111	-----	----	-----	----	05.13.2019
Bowen, Jeffrey/Adult Education Services Instructor I	U11	\$21.00	32	508111	Carrie Hudson	\$22.00	Resigned	20	05.20.2019
Brown, Gwendolyn/Tutor	OST	\$9.00	10	504113	-----	----	-----	----	04.29.2019
Bubnick, Kevin/Page	OEP	\$8.55	10	NRY113	Hayley Drlik	\$8.80	Resigned	15	05.09.2019
Charles, Sean/Page	OEP	\$8.55	10	NRY113	-----	----	-----	----	05.07.2019
Clifton, Karmar/Adult Education Services Instructor Assistant	U10	\$20.00	20	508111	-----	----	-----	----	05.30.2019
Feldman, Sidney/Page	OEP	\$8.55	15	FPR113	-----	----	-----	----	05.07.2019
Fishburn, Adina/Page	OEP	\$8.55	15	PAS113	Wendy Sutton	\$8.80	Resigned	15	05.20.2019
Friend, Denise/AES Program Specialist	U14	\$30.00	40	515111	Karen Velback	\$28.04	Resigned	40	05.06.2019
Gilbert, Lisa/Tutor	OST	\$9.00	10	504113	-----	----	-----	----	04.29.2019
Hadley, Linnea/Tutor	OST	\$9.00	10	504113	-----	----	-----	----	04.29.2019
Haneberg, Susan/Page	OEP	\$8.55	12	FPR113	-----	----	-----	----	05.08.2019
Jackson, Royal/Tutor	OST	\$9.00	10	504113	-----	----	-----	----	04.29.2019
Jochum, Keith/Page	OEP	\$8.55	11	FPR113	-----	----	-----	----	05.08.2019
Reed Simmerly, Donna/Page	OEP	\$8.55	15	FPR113	-----	----	-----	----	05.11.2019
Schemmel, Howard/Page	OEP	\$8.55	15	SLN113	Joshua Gage	\$8.80	Promoted	15	05.14.2019
Vorroselo, Kevin/Page	OEP	\$8.55	15	FPR113	-----	----	-----	----	05.08.2019
Wallace, Holly/Page	OEP	\$8.55	15	PAS113	-----	----	-----	----	06.03.2019

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

May 28, 2019

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	CHANGES IN HOURS/SALARY/TRANSFERS												
2	CHANGES IN HOURS/SALARY/TRANSFERS	COST CENTER OLD	COST CENTER NEW	GRADE OLD	GRADE NEW	HOURS OLD	HOURS NEW	SALARY OLD	SALARY NEW	REPLACES	REASON	HRS WEEK	EFFECTIVE DATE
3	Barrett, Megan/Branch Services Librarian Supervisor	506111	WVH11 1	U14	U13	40	40	\$30.51	\$31.42	-----	Acting Assignment Begins	40	05.05.2019
4	Cottrill, Jean/Branch Services Librarian	GFH111	SEU111	U12	U12	40	40	\$23.63	\$24.34	-----	Acting Assignment Begins	40	05.20.2019
5	Gardner, Jason/Branch Services Assistant I/Branch Services Clerk SUB	WVH111	WVH11 1	U10 U07	U10 U07	40 1	40 1	18.69 15.67	18.69 18.69	Tania Benites-Galvez	Acting to Permanent	40 1	05.06.2019
6	Gardner, Laureen/Page	FPR113	FPR113	OEP	OEP	15	1	\$8.55	\$8.55	-----	Sub Status Only	1	05.05.2019
7	Hallahan, Erin/Branch Services Librarian I Generalist/Branch Services Librarian SUB	GFH111 450114	GFH111 450114	U12 U12	U12 U12	40 1	40 1	21.50 22.72	22.72 22.72	Jean Cotrill	Acting Assignment Begins	40 1	05.20.2019
8	Lachowski, Kris/LLD Specialist - Information and Technology Literacy/Branch Services Librarian SUB/Branch Services Clerk SUB	GAT111	506111	U12 U12	U14 U12	20 1	40 1	29.03 29.03	29.90 29.90	Megan Barrett	Acting Assignment Begins	40 1	05.20.2019
9	LeVert, Alexis/Branch Services Assistant II/Branch Services Librarian SUB	BEA111	BEA111 450114	U07	U11 U12	20	20 1	\$17.05	20.06 22.72	-----	Reclassification	20 1	05.19.2019
10	Pendolino, Adriana/Branch Services Clerk	450114	GFH111	U07	U07	1	16	\$15.67	\$15.67	Adeline McKay	Transfer	16	05.05.2019
11	Penzvalto, Maryann/Branch Services Librarian Supervisor/Branch Services Clerk SUB	GFH111 450114	GFH111 450114	U13 U07	U13 U07	40 1	40 1	24.99 22.12	25.49 22.12	Anthony Furino	Acting to Permanent	40 1	05.05.2019
12	Petro, Marlena/Branch Services Assistant I SUB/Branch Services Clerk SUB	605111 450114	450114	U03 U07	U10 U07	20 1	1	15.10 15.67	18.14 15.67	-----	Acting Assignment Ends	1	05.05.2019
13	Turner, Maureen/Information Technology Division Assistant/Branch Services Clerk SUB	450114	611111 450114	U07	U08 U07	1	40 1	\$15.67	16.46 16.46	-----	Promotion	40 1	05.20.2019

ANNIVERSARY PAY ADJUSTMENTS (Not Based on 2080 Hours)

NAME/POSTION	COST CENTER	GRADE OLD	GRADE NEW	HOURS	SALARY OLD	SALARY NEW	EFFECTIVE DATE
Greiner, Amelia/Page	PAH113	OEP	OSP	15	\$8.55	\$8.80	05.19.2019
Haseley, Karen/Branch Services Clerk	IND111	U07	U07	16	\$15.98	\$16.14	05.06.2019
Vanyo, Vanessa/Page	STV113	OEP	OSP	15	\$8.55	\$8.80	05.13.2019

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

May 28, 2019

RESIGNATIONS					
NAME/POSTION	COST CENTER	GRADE	SALARY	HRS WEEK	EFFECTIVE DATE
Bass, Kaylyn/AES Instructor I	508111	U11	\$22.44	20	05.16.2019
El-Amin, Janine/Homework Center Coordinator	WVH113	OSH	\$22.24	15	04.04.2019
Geyer, Jill/Page	SEU113	OSP	\$8.80	15	05.09.2019
Krisak, Thomas/Page	OLF113	OSP	\$8.80	15	04.20.2019
Roundtree, Jarita/Monitor-Mentor	SVH112	OSM	\$22.68	15	05.03.2019

RETIREMENTS						
NAME/POSTION	COST CENTER	GRADE	SALARY	HRS WEEK	HIRE DATE	LAST WORKING DAY
Schnell, Kathleen/Information Technology Literacy Asst.	506111	U10	\$26.39	40	04.26.1999	05.31.2019

HUMAN RESOURCES DIVISION REPORT LIST NO. 2018-09

May 28, 2019

CONFERENCE AND MEETING ATTENDANCE				
NAME	DATE (\$)	AMOUNT	MILEAGE	MEETING
Barrett, Megan	05.17.2019	\$0.00	\$ -	Social and Emotional Learning Mini Conference/CMSD/Cleveland, Ohio
Becker, Brenna	07.19.2019	\$0.00	\$ -	Jim Gill Training Workshop/GCPL/Chesterland, OH
Keefer, Lisa	07.24.2019	\$0.00	\$ -	HR Star Conference/HR Star Conference/Independence, OH
Kelly, William	06.20.2019 - 06.25.2019	\$1,400.00	\$ -	ALA Annual/ALA/Washington, DC
Loggins, Bossie	06.23.2019 - 06.26.2019	\$2,363.35	\$ -	Risk, Threat and Vulnerability Assessment/ASIS International/Atlanta, GA
Lurie, Aimee	07.23.2019	\$3.67	\$ 3.67	The Coach Approach/CWRU/Cleveland, OH
Marting, Aimee	07.19.2019	\$0.00	\$ -	Jim Gill Training Workshop/GCPL/Chesterland, OH
Paulette, Nancy	05.31.2019	\$80.00	\$ -	OCDA/Ohio Career Development Association/Berea, OH
Pryor, Brenda	05.14.2019 - 05.16.2019	\$274.97	\$ -	2019 Collective Impact Convening/Collective Impact Forum/Chicago, IL
Rak, Kathleen	07.01.2019	\$20.00	\$ -	Physical Activity for Babies/ORRCCA/North Olmsted, OH
Rich, Hallie	06.21.2019 - 06.24.2019	\$1,551.56	\$ -	ALA Annual/ALA/Washington, DC
Sanderfer, Wendy	07.23.2019	\$0.00	\$ -	The Coach Approach/CWRU/Cleveland, OH
Seals, Talia	10.22.2019	\$0.00	\$ -	Building Leadership through the Power of Intentional Change/CWRU/Cleveland, OH
Slater, Mary	07.19.2019	\$0.00	\$ -	Jim Gill Training Workshop/GCPL/Chesterland, OH
Taft, Virginia	07.19.2019	\$0.00	\$ -	Jim Gill Training Workshop/GCPL/Chesterland, OH
		\$5,693.55		

Financial Statement Analysis

April 2019

Revenues

For General Property Taxes we received another small distribution in April. The next couple of months should be smaller amounts that may be distributed until we receive our next large advance for the second half of the year in June or July. In the Intergovernmental account we also received our first half of the reimbursement from the State of Ohio for Homestead Exemptions and Rollbacks. With these distributions we are on budget for property taxes.

Our April distribution for the PLF was slightly smaller than what we received last year. We believe the collections moving forward should be slightly larger to bring us back to budget but, as we do every month, we will monitor this account closely. Last year we started out the year with smaller distributions than expected and then as the year progressed, our distributions were larger and made up for some of the smaller distributions to keep us within budget.

Patron Fines and Fees in total are currently exceeding our estimates. Once again it is passport fees and photos which are the reason for the increase. Sale of Resale Supplies is also slightly exceeding our estimates.

All other revenue accounts are where we would expect them to be for the month and the year.

Expenses

Expenses for Salaries and Benefits are all within budget, with the exception of the Insurance Benefits and as was mentioned last month all of the HSA accounts were funded for the year and it will take a couple of months for the budget not to exceed expenses.

Many of the other expense accounts have higher than expected percentages for expenses and encumbrances because many of these accounts have standing orders encumbered against them to pay monthly and recurring expenses.

All other General Fund expense accounts are where we would expect them to be for the month and the year.

In the Capital Fund projects there are still some funds encumbered for Maple Heights Branch. This is for some AV work that has been completed, but we are still waiting for the invoice. After the invoice is paid, we will be closing that project.

Investments

We purchased a US Treasury on April 30, 2019 at a yield of 2.40% with a very short maturity date (2 weeks) and we also purchased a piece of commercial paper from Bnp Paribas NY with a yield of 2.58% with a 6-month maturity date.

We also had a CD that matured during the month and reinvested the principal into another CD with at Wells Fargo Bank with a yield of 2.35% that will mature in a little over a year.

We have changed our investment strategy within our Money Market funds by keeping a larger balance in Star Ohio, which is offering a higher rate than what we are receiving at Key Bank. We just transfer operating funds back from Star Ohio as needed.

Transfers

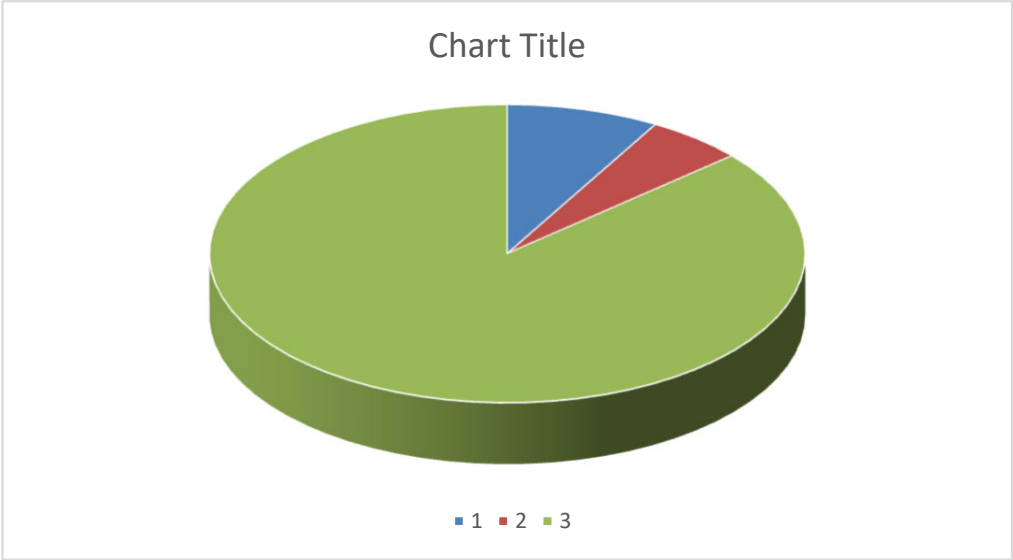
There were two transfers made for the month: from the Brecksville Special Trust to the General Fund for \$30,406.56 to reimburse the expense of the renovation of meeting room space at the Brecksville Branch and another transfer from the General Fund to Special Revenue Fund for \$71,400.00 to fund our match for the ASPIRE program.

CUYAHOGA COUNTY PUBLIC LIBRARY										General Fund
REVENUE										33.3% of Year
Fiscal 2019 -April										
Acct. No.	General Fund Line Item Description	2019 Revenue	2018 Final Revenue	2019 MTD Received	2018 MTD Received	2019 YTD Received	2018 YTD Received	2019 % Received	2019 Balance	Notes
1200	General Property Taxes	\$37,859,310.00	\$38,085,182.73	\$8,998.65	\$3,154.86	\$20,614,409.21	\$21,593,304.30	54.5%	(\$17,244,900.79)	
1250	Intergovernmental	\$25,634,817.35	\$25,409,713.62	\$3,607,751.10	\$3,608,206.88	\$8,716,770.04	\$8,729,696.47	34.0%	(\$16,918,047.31)	
	Public Library Fund	\$20,994,127.35	\$20,769,026.45	\$1,330,558.79	\$1,294,984.59	\$6,439,577.73	\$6,416,474.18	30.7%	(\$14,554,549.62)	
	Property Taxes	\$4,640,690.00	\$4,640,687.17	\$2,277,192.31	\$2,313,222.29	\$2,277,192.31	\$2,313,222.29	49.1%	(\$2,363,497.69)	
2200	Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	
2300	Local Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	
3100	Patron Fines & Fees	\$1,350,000.00	\$1,356,592.28	\$140,176.35	\$145,183.54	\$573,517.91	\$543,141.46	42.5%	(\$776,482.09)	
	Fines and Fees Income	\$350,000.00	\$373,364.63	\$25,339.38	\$37,273.54	\$96,880.94	\$148,568.56	27.7%	(\$253,119.06)	
	Passport Fee	\$732,000.00	\$716,086.40	\$86,870.00	\$80,815.00	\$358,680.00	\$279,390.40	49.0%	(\$373,320.00)	
	Passport Photo Fee	\$250,000.00	\$249,460.00	\$27,366.97	\$24,020.00	\$112,256.97	\$108,620.00	44.9%	(\$137,743.03)	
	Meeting Room Rental Fees	\$18,000.00	\$17,681.25	\$600.00	\$3,075.00	\$5,700.00	\$6,562.50	31.7%	(\$12,300.00)	
4000	Interest	\$80,000.00	\$38,929.65	\$27,336.18	\$236.23	\$70,425.30	\$853.72	88.0%	(\$9,574.70)	
5500	Services Provided Other Entities	\$2,500.00	\$2,710.43	\$1,239.00	\$154.00	\$1,375.82	\$1,800.64	55.0%	(\$1,124.18)	
6100	Restricted Gifts	\$0.00	\$33,619.90	\$0.00	\$123.67	\$20,214.49	\$2,335.79	0.0%	\$20,214.49	
6500	Unrestricted Gifts	\$55,000.00	\$22,453.56	\$1,620.26	\$0.00	\$11,786.49	\$6,068.45	21.4%	(\$43,213.51)	
8100	Sale of Property	\$22,000.00	\$10,786.43	\$5,278.00	\$0.00	\$6,063.00	\$0.00	27.6%	(\$15,937.00)	
8200	Sale of Resale Supplies	\$107,225.00	\$125,016.94	\$10,449.58	\$10,637.67	\$42,702.65	\$44,026.41	39.8%	(\$64,522.35)	
8300	Rental of Real Property	\$0.00	\$23,481.00	\$1,925.50	\$0.00	\$7,702.00	\$11,553.00	0.0%	\$7,702.00	
8700	Refunds and Reimbursements	\$445,775.00	\$395,639.95	\$10,787.31	\$4,659.43	\$48,930.32	\$30,777.62	11.0%	(\$396,844.68)	
8900	Miscellaneous	\$25,000.00	\$38,992.37	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	(\$25,000.00)	
9800	Advances In	\$25,084.06	\$72,108.25	\$0.00	\$0.00	\$0.00	\$72,108.25	0.0%	(\$25,084.06)	
9900	Transfers In	\$0.00	\$1,873.72	\$30,406.56	\$0.00	\$30,406.56	\$0.00	0.0%	\$30,406.56	
	Carryover	\$1,851,996.98	\$500,000.00	\$0.00	\$0.00	\$1,851,996.98	\$500,000.00	100.0%	\$0.00	
TOTAL -- General Fund		\$67,458,708.39	\$66,117,100.83	\$3,845,968.49	\$3,772,356.28	\$31,996,300.77	\$31,535,666.11	47.4%	(\$35,462,407.62)	
TOTAL -- Capital Fund - 402		\$200,000.00	\$3,433,289.13	\$39,542.51	\$14,076.50	\$113,029.32	\$150,544.80	0.0%	(\$86,970.68)	
TOTAL -- Note Retirement Fund - 301		\$4,665,506.00	\$4,665,481.00	\$0.00	\$4,665,481.00	\$0.00	\$4,665,481.00	0.0%	(\$4,665,506.00)	
TOTAL -- Trust Fund (Regular) - 701		\$250,000.00	\$350,211.38	\$8,661.77	\$6,998.97	\$55,222.71	\$61,228.81	22.1%	(\$194,777.29)	
TOTAL -- Trust Fund (Special) - 702		\$20,000.00	\$712,900.71	\$1,380.22	\$3,472.90	\$6,235.06	\$12,181.55	31.2%	(\$13,764.94)	
TOTAL -- Endowment Fund - 801		\$1,000.00	\$1,543.28	\$166.63	\$115.95	\$662.19	\$408.36	66.2%	(\$337.81)	
TOTAL -- Agency Fund (FSA) - 901		\$80,000.00	\$100,414.94	\$8,311.66	\$8,311.06	\$34,271.64	\$33,244.24	42.8%	(\$45,728.36)	
TOTAL -- Project Build - 223		\$10,000.00	\$1,149.24	\$1,149.24	\$0.00	\$1,149.24	\$0.00	11.5%	(\$8,850.76)	
TOTAL -- Entrepreneurships Adult & Youth - 232		\$1,625.00	\$36,975.00	\$0.00	\$0.00	\$0.00	\$9,975.00	0.0%	(\$1,625.00)	
TOTAL -- Cleve Found Encore Initiative - 236		\$0.00	\$46,659.29	\$0.00	\$24,409.29	\$0.00	\$24,409.29	0.0%	\$0.00	
TOTAL -- My Com Neighborhood - 242		\$200,299.84	\$103,094.83	\$0.00	\$5,016.86	\$0.00	\$10,713.95	0.0%	(\$200,299.84)	
TOTAL -- Memory Lab Grant - 243		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	
TOTAL -- WVH Garden Grant - 244		\$2,000.00	\$1,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	100.0%	\$0.00	
TOTAL -- Adult Education Services - 247		\$1,042,663.32	\$1,378,848.54	\$156,446.29	\$14,615.22	\$319,744.04	\$200,899.70	30.7%	(\$722,919.28)	
TOTAL -- Project Learn - 248		\$359,193.02	\$358,293.23	\$16,899.75	\$27,812.58	\$50,048.63	\$113,100.85	13.9%	(\$309,144.39)	
TOTAL -- Baby Club - 249		\$43,762.12	\$38,453.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	(\$43,762.12)	
TOTAL -- IPAD Lab - 253		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	
TOTAL -- Food & Culinary Literacy Program		\$18,000.00	\$65,500.00	\$18,000.00	\$0.00	\$28,000.00	\$0.00	155.6%	\$10,000.00	
TOTAL -- Hotspot Lending Program		\$50,809.00	\$41,934.00	\$0.00	\$0.00	\$22,500.00	\$0.00	44.3%	(\$28,309.00)	
TOTAL -- Homework Centers - 270		\$134,670.00	\$300,103.84	\$15,500.00	\$0.00	\$56,000.00	\$10,000.00	41.6%	(\$78,670.00)	
TOTAL -- Summer Camps - 280		\$120,000.00	\$103,534.16	\$0.00	\$0.00	\$7,500.00	\$0.00	6.3%	(\$112,500.00)	
TOTAL -- Kindergarten & Baby Kits - 290		\$20,000.00	\$13,500.00	\$0.00	\$0.00	\$20,000.00	\$0.00	100.0%	\$0.00	
TOTAL -- Special School Program. - 293		\$252,066.25	\$180,998.41	\$25,207.09	\$16,818.78	\$99,733.45	\$59,454.91	39.6%	(\$152,332.80)	
GRAND TOTAL -- All Funds		\$74,930,302.94	\$78,050,984.81	\$4,139,233.65	\$8,559,485.39	\$32,812,397.05	\$36,887,308.57	43.8%	(\$42,117,905.89)	

CUYAHOGA COUNTY PUBLIC LIBRARY												
BUDGET EXPENDITURE STATUS												
Fiscal 2019 -April												
33.3% of Year												
Acct. No.	General Fund Line Item Description	2019 Appropriation	2018 C/O Encumbrance	2018 Final Expended	2019 MTD Expended	2018 MTD Expended	2019 YTD Expended	2018 YTD Expended	2019 Enc + PY Enc	2019 Exp+Enc	2019 % Exp+Enc	2019 Balance
1000s	SALARIES & BENEFITS	56.4%										
1110	Salaries	\$28,000,000.00	\$0.00	\$28,038,950.21	\$2,141,696.88	\$2,110,423.22	\$8,603,905.01	\$8,557,458.21	\$0.00	\$8,603,905.01	30.7%	\$19,396,094.99
1400	Retirement Benefits-Employer	\$3,919,245.00	\$0.00	\$3,904,278.21	\$300,117.51	\$298,013.45	\$1,203,230.82	\$1,194,444.77	\$0.00	\$1,203,230.82	30.7%	\$2,716,014.18
1600	Insurance Benefits-Employer	\$6,070,142.00	\$0.00	\$5,472,877.37	\$468,372.43	\$412,879.41	\$2,275,576.62	\$2,025,619.09	\$0.00	\$2,275,576.62	37.5%	\$3,794,565.38
1900	Other Employee Benefits	\$60,613.00	\$0.00	\$58,178.74	\$977.00	\$1,424.00	\$4,828.99	\$7,615.31	\$0.00	\$4,828.99	8.0%	\$55,784.01
	SUBTOTAL -- SALARIES & BENEFITS	\$38,050,000.00	\$0.00	\$37,474,284.53	\$2,911,163.82	\$2,822,740.08	\$12,087,541.44	\$11,785,137.38	\$0.00	\$12,087,541.44	31.8%	\$25,962,458.56
2000s	SUPPLIES	2.1%										
2100	General Administrative Supplies	\$696,035.00	\$18,326.44	\$628,227.86	\$44,995.63	\$47,050.76	\$176,353.47	\$183,834.13	\$398,331.28	\$574,684.75	80.4%	\$139,676.69
2200	Property Maintenance & Repair Supplies	\$368,415.00	\$1,050.00	\$298,082.48	\$33,564.06	\$30,397.90	\$112,622.14	\$143,772.22	\$252,801.61	\$365,423.75	98.9%	\$4,041.25
2300	Motor Equipment Fuel & Supplies	\$105,665.00	\$830.04	\$92,977.86	\$6,202.13	\$7,305.38	\$25,504.57	\$34,474.30	\$74,739.62	\$100,244.19	94.1%	\$6,250.85
2500	Supplies for Resale	\$229,885.00	\$0.00	\$148,494.30	\$37,981.10	\$46,125.00	\$46,154.10	\$102,726.39	\$108,831.00	\$154,985.10	67.4%	\$74,899.90
	SUBTOTAL -- SUPPLIES	\$1,400,000.00	\$20,206.48	\$1,167,782.50	\$122,742.92	\$130,879.04	\$360,634.28	\$464,807.04	\$834,703.51	\$1,195,337.79	84.2%	\$224,868.69
3000s	PURCHASED & CONTRACTED SERVICES	15.6%										
3100	Travel & Meeting Expenses	\$167,810.00	\$0.00	\$178,640.91	\$7,994.12	\$23,006.30	\$43,196.98	\$60,819.86	\$0.00	\$43,196.98	25.7%	\$124,613.02
3200	Communications-Printing & Publications	\$1,111,960.00	\$750.00	\$809,582.34	\$74,271.39	\$61,756.04	\$282,853.30	\$274,017.55	\$221,277.44	\$504,130.74	45.3%	\$608,579.26
3300	Property Maintenance & Repair Service	\$2,960,052.00	\$49,224.69	\$2,685,945.06	\$239,106.49	\$204,119.81	\$702,384.26	\$932,983.99	\$2,153,164.39	\$2,855,548.65	94.9%	\$153,728.04
3400	Insurance	\$302,500.00	\$0.00	\$259,684.00	\$0.00	\$11,175.00	\$30,994.00	\$43,916.00	\$271,506.00	\$302,500.00	100.0%	\$0.00
3500	Rents and Leases	\$772,855.00	\$0.00	\$766,467.97	\$58,433.07	\$65,603.39	\$250,396.77	\$262,625.57	\$508,303.23	\$758,700.00	98.2%	\$14,155.00
3600	Utilities	\$1,676,380.00	\$0.00	\$1,703,600.27	\$95,426.87	\$114,273.93	\$491,459.68	\$626,432.58	\$0.00	\$491,459.68	29.3%	\$1,184,920.32
3700	Professional Services	\$1,943,273.00	\$24,382.00	\$2,260,765.84	\$89,515.06	\$303,973.74	\$631,123.33	\$989,913.94	\$738,568.99	\$1,369,692.32	69.6%	\$597,962.68
3900	Other Contracted Services	\$1,565,170.00	\$0.00	\$1,527,418.17	\$63,981.99	\$163,472.59	\$804,495.00	\$516,246.69	\$626,805.06	\$1,431,300.06	91.4%	\$133,869.94
	SUBTOTAL -- CONTRACTED SERVICES	\$10,500,000.00	\$74,356.69	\$10,192,104.56	\$628,728.99	\$947,380.80	\$3,236,903.32	\$3,706,956.18	\$4,519,625.11	\$7,756,528.43	73.4%	\$2,817,828.26
4000s	LIBRARY MATERIALS & INFORMATION	13.2%										
4100	Books & Pamphlets	\$5,190,953.00	\$318,318.88	\$5,760,436.64	\$606,432.13	\$338,381.80	\$2,141,996.25	\$2,594,274.25	\$569,642.79	\$2,711,639.04	49.2%	\$2,797,632.84
4200	Periodicals	\$268,020.00	\$10.00	\$187,694.61	\$258.67	\$270.40	\$11,461.54	\$8,667.29	\$10.00	\$11,471.54	4.3%	\$256,558.46
4300	Audiovisual Material	\$2,120,059.00	\$207,574.96	\$1,546,354.32	\$82,514.14	\$110,962.53	\$673,385.51	\$659,496.71	\$171,638.48	\$845,023.99	36.3%	\$1,482,609.97
4500	Computer Services & Information	\$1,260,986.00	\$0.00	\$1,249,748.68	\$246,200.18	\$78,707.86	\$482,837.83	\$296,568.71	\$1,075.96	\$483,913.79	38.4%	\$777,072.21
4700	Library Material Repair & Restoration	\$1,000.00	\$0.00	\$189.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$1,000.00
4900	Library Materials-Other	\$62,482.00	\$2,777.86	\$32,958.92	\$740.81	\$2,129.84	\$3,561.87	\$6,396.86	\$299.94	\$3,861.81	5.9%	\$61,398.05
	SUBTOTAL -- LIBRARY MATERIALS	\$8,903,500.00	\$528,681.70	\$8,777,382.17	\$936,145.93	\$530,452.43	\$3,313,243.00	\$3,565,403.82	\$742,667.17	\$4,055,910.17	43.0%	\$5,376,271.53
5000s	CAPITAL OUTLAY	4.7%										
5100	Purchase of Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
5400	Building Improvements	\$800,000.00	\$308,761.30	\$826,905.18	\$0.00	\$0.00	\$163,838.91	\$57,914.00	\$329,690.12	\$493,529.03	44.5%	\$615,232.27
5500	Furniture & Equipment	\$2,305,000.00	\$116,902.11	\$421,589.50	\$102,019.75	\$8,825.68	\$183,858.59	\$41,004.43	\$119,153.21	\$303,011.80	12.5%	\$2,118,890.31
5700	Motor Vehicles	\$95,000.00	\$0.00	\$190,013.50	\$0.00	\$60,154.00	\$83,906.50	\$120,032.00	\$0.00	\$83,906.50	88.3%	\$11,093.50
	SUBTOTAL -- CAPITAL OUTLAY	\$3,200,000.00	\$425,663.41	\$1,438,508.18	\$102,019.75	\$68,979.68	\$431,604.00	\$218,950.43	\$448,843.33	\$880,447.33	24.3%	\$2,745,216.08
7000s	OTHER OBJECTS	0.1%										
7100	Dues and Memberships	\$43,015.00	\$0.00	\$43,929.99	\$2,315.00	\$1,022.41	\$37,718.74	\$33,938.41	\$0.00	\$37,718.74	87.7%	\$5,296.26
7200	Taxes and Assessments	\$31,990.00	\$0.00	\$32,559.86	\$2,546.90	\$2,740.65	\$15,004.12	\$14,070.75	\$0.00	\$15,004.12	46.9%	\$16,985.88
7500	Refunds and Reimbursements	\$8,495.00	\$0.00	\$5,384.83	\$131.43	\$117.65	\$342.19	\$1,881.91	\$0.00	\$342.19	4.0%	\$8,152.81
7900	Other Miscellaneous Expenses	\$1,500.00	\$0.00	\$684.50	\$144.72	\$0.00	\$1,369.96	\$163.50	\$0.00	\$1,369.96	91.3%	\$130.04
	SUBTOTAL -- OTHER OBJECTS	\$85,000.00	\$0.00	\$82,559.18	\$5,138.05	\$3,880.71	\$54,435.01	\$50,054.57	\$0.00	\$54,435.01	64.0%	\$30,564.99
8000s	CONTINGENCY	0.3%										
8999	Contingency	\$170,208.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$170,208.39
	SUBTOTAL -- CONTINGENCY	\$170,208.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$170,208.39
9000s	TRANSFERS OUT	7.6%										
9899	Advances to Other Funds	\$0.00	\$0.00	\$25,084.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
9999	Transfers to Other Funds	\$5,150,000.00	\$0.00	\$5,002,352.91	\$71,400.00	\$4,667,640.29	\$79,280.83	\$4,667,640.29	\$0.00	\$79,280.83	1.5%	\$5,070,719.17
	SUBTOTAL -- TRANSFERS OUT	\$5,150,000.00	\$0.00	\$5,027,436.97	\$71,400.00	\$4,667,640.29	\$79,280.83	\$4,667,640.29	\$0.00	\$79,280.83	1.5%	\$5,070,719.17
	GRAND TOTAL -- General Fund	\$67,458,708.39	\$1,048,908.28	\$64,160,058.09	\$4,777,339.46	\$9,171,953.03	\$19,563,641.88	\$24,458,949.71	\$6,545,839.12	\$26,109,481.00	38.1%	\$42,398,135.67

CUYAHOGA COUNTY PUBLIC LIBRARY												
BUDGET EXPENDITURE STATUS												
Fiscal 2019 -April												
33.3% of Year												
FUND	Line Item Description	2019 Appropriation	2018 C/O Encumbrance	2018 Final Expended	2019 MTD Expended	2018 MTD Expended	2019 YTD Expended	2018 YTD Expended	2019 ENC + PY Enc	2019 Exp+Enc	2019 % Exp+Enc	2019 Balance
223	TOTAL -- Project Build	\$10,000.00	\$0.00	\$1,149.24	\$323.71	\$0.00	\$323.71	\$0.00	\$0.00	\$323.71	3.2%	\$9,676.29
232	TOTAL -- Entrepreneurships Adult & Youth	\$65,090.26	\$0.00	\$55,558.33	\$0.00	\$0.00	\$11,104.17	\$5,000.00	\$9,750.00	\$20,854.17	32.0%	\$44,236.09
236	TOTAL -- Cleveland Foundation Encore Initiative	\$17,199.21	\$0.00	\$41,905.37	\$0.00	\$0.00	\$17,199.21	\$14,604.58	\$0.00	\$17,199.21	100.0%	\$0.00
242	TOTAL -- MyCom Neighborhood	\$221,525.50	\$0.00	\$81,872.23	\$7,603.40	\$0.00	\$29,128.90	\$13,397.73	\$0.00	\$29,128.90	13.1%	\$192,396.60
243	TOTAL -- Memory Lab	\$8,468.18	\$0.00	\$47,910.23	\$499.00	\$79.63	\$3,135.28	\$17,524.20	\$0.00	\$3,135.28	37.0%	\$5,332.90
244	TOTAL -- WVH Garden Grant	\$3,041.09	\$0.00	\$3,365.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$3,041.09
247	TOTAL -- Adult Education Services	\$1,079,746.99	\$0.00	\$1,341,764.87	\$88,954.57	\$87,214.48	\$420,093.16	\$343,487.91	\$145,181.95	\$565,275.11	52.4%	\$514,471.88
248	TOTAL -- Project Learn	\$554,054.42	\$0.00	\$278,389.96	\$27,880.41	\$24,127.25	\$98,071.81	\$116,034.77	\$4,601.46	\$102,673.27	18.5%	\$451,381.15
249	TOTAL -- Baby Club	\$81,250.53	\$0.00	\$14,921.58	\$1,553.37	\$3,185.70	\$14,781.50	\$4,602.46	\$17,767.50	\$32,549.00	40.1%	\$48,701.53
253	TOTAL -- IPAD Lab	\$1,638.36	\$0.00	\$5,486.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$1,638.36
256	TOTAL -- Food & Culinary Literacy Programs	\$60,600.00	\$0.00	\$22,900.00	\$6,111.22	\$0.00	\$19,292.11	\$0.00	\$900.00	\$20,192.11	33.3%	\$40,407.89
257	TOTAL -- Hotspot Lending Program	\$50,809.00	\$0.00	\$41,934.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$50,809.00
270	TOTAL -- Homework Centers	\$174,554.37	\$0.00	\$282,913.12	\$33,785.93	\$29,326.91	\$109,613.27	\$100,492.15	\$3,310.31	\$112,923.58	64.7%	\$61,630.79
280	TOTAL -- Summer Camps	\$125,000.00	\$0.00	\$106,034.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$125,000.00
290	TOTAL -- Kindergarten & Baby Kits	\$33,500.00	\$0.00	\$0.00	\$5,300.46	\$0.00	\$5,300.46	\$0.00	\$0.00	\$5,300.46	15.8%	\$28,199.54
293	TOTAL -- Special School Programming	\$252,066.25	\$0.00	\$212,875.96	\$16,750.28	\$20,814.71	\$60,400.57	\$61,778.68	\$61,288.08	\$121,688.65	48.3%	\$130,377.60
301	TOTAL -- Note Retirement Fund	\$4,665,506.00	\$0.00	\$4,665,481.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$4,665,506.00
402	TOTAL -- Capital Fund	\$7,000,000.00	\$137,830.74	\$6,709,357.06	\$11,621.71	\$858,949.90	\$230,689.92	\$2,956,619.45	\$567,685.61	\$798,375.53	11.2%	\$6,339,455.21
701	TOTAL -- Trust Fund (Regular)	\$140,000.00	\$12,256.37	\$855,404.56	\$10,824.89	\$1,735.19	\$20,238.82	\$9,427.71	\$18,540.44	\$38,779.26	25.5%	\$113,477.11
702	TOTAL -- Trust Fund (Special)	\$70,000.00	\$35,550.00	\$2,410,574.17	\$31,413.57	\$0.00	\$73,475.51	\$106,808.00	\$658.24	\$74,133.75	70.2%	\$31,416.25
801	TOTAL -- Endowment Fund	\$75,000.00	\$0.00	\$822.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$75,000.00
901	TOTAL -- Agency Fund (FSA)	\$110,000.00	\$0.00	\$100,000.00	\$11,996.57	\$12,019.68	\$48,146.55	\$53,041.18	\$0.00	\$48,146.55	43.8%	\$61,853.45
	GRAND TOTAL -- All Funds	\$14,799,050.16	\$185,637.11	\$17,280,621.03	\$254,619.09	\$1,037,453.45	\$1,160,994.95	\$3,802,818.82	\$829,683.59	\$1,990,678.54	13.3%	\$12,994,008.73

CUYAHOGA COUNTY PUBLIC LIBRARY							
Capital Fund Balances							
Fiscal 2019 --April							
FUND	CC	Project Budget	2018 Expenditures	Expenditures To Date (1)	Encumbered & Unpaid (2)	Project Balance (3)	STATUS
Capital Fund - 402							
Bay	004	\$7,500,000.00	\$98,340.13	\$318,239.63	\$502,659.87	\$6,679,100.50	
Maple Heights	037	\$550,000.00	\$97,614.91	\$480,066.68	\$30,297.24	\$39,636.08	
Richmond	070	\$2,000,000.00	\$34,729.50	\$34,729.50	\$0.00	\$1,965,270.50	
Total Capital Fund - 402		\$10,050,000.00	\$230,684.54	\$833,035.81	\$532,957.11	\$8,684,007.08	



CUYAHOGA COUNTY PUBLIC LIBRARY				
All Funds Cash Balance				
Fiscal 2019 --April 2019				
Fund	Beginning Cash Balance	Receipts To Date	Expenditures To Date	Cash Balance
General Fund	\$2,900,905.26	\$30,144,303.79	\$19,563,641.88	\$13,481,567.17
Debt Service	\$418.70	\$0.00	\$0.00	\$418.70
Capital Fund - 402	\$15,125,123.85	\$113,029.32	\$230,689.92	\$15,007,463.25
Trust Fund - Regular	\$772,058.63	\$55,222.71	\$20,238.82	\$807,042.52
Trust Fund - Special	\$651,066.52	\$6,235.06	\$73,475.51	\$583,826.07
Endowment Fund	\$79,139.62	\$662.19	\$0.00	\$79,801.81
Agency Fund	\$49,790.20	\$34,271.64	\$48,146.55	\$35,915.29
Project Build	\$0.00	\$1,149.24	\$323.71	\$825.53
Keybank FNDTH College Prep/Entrepreneurship	\$63,465.26	\$0.00	\$11,104.17	\$52,361.09
Cleveland Foundation Encore Initiative	\$17,199.21	\$0.00	\$17,199.21	\$0.00
MyCom Neighborhood	\$21,225.66	\$0.00	\$29,128.90	(\$7,903.24)
Memory Lab Grant	\$8,468.18	\$0.00	\$3,135.28	\$5,332.90
WVH Garden Grant	\$1,041.09	\$2,000.00	\$0.00	\$3,041.09
Adult Education Services (AES)	\$37,083.67	\$319,744.04	\$420,093.16	(\$63,265.45)
Project Learn	\$194,861.40	\$50,048.63	\$98,071.81	\$146,838.22
Baby Club	\$37,488.41	\$0.00	\$14,781.50	\$22,706.91
IPAD Lab	\$1,638.36	\$0.00	\$0.00	\$1,638.36
Food & Culinary Literacy Programs	\$42,600.00	\$28,000.00	\$19,292.11	\$51,307.89
Hotspot Lending Program	\$0.00	\$22,500.00	\$0.00	\$22,500.00
Homework Centers	\$39,884.37	\$56,000.00	\$109,613.27	(\$13,728.90)
Summer Camps	\$5,000.00	\$7,500.00	\$0.00	\$12,500.00
Kindergarten and Baby Kits	\$13,500.00	\$20,000.00	\$5,300.46	\$28,199.54
Special School Programming	\$0.00	\$99,733.45	\$60,400.57	\$39,332.88
SUBTOTAL	\$20,061,958.39	\$30,960,400.07	\$20,724,636.83	\$30,297,721.63

CUYAHOGA COUNTY PUBLIC LIBRARY Investments Approval Fiscal 2019 --April						
Description	Institution of Deposit	Par Value/Qty.	Purchase Yield	Purchase Date	Maturity Date	% of Assets
Money Market Funds						
Sweep Account	Key Bank	\$3,967,976.06	1.01%	n/a	n/a	13.10%
Money Market Fund	Northwest Bank	\$100.00	0.00%	n/a	n/a	0.00%
Money Market Fund	US Bank	\$4,429.94	2.32%	n/a	n/a	0.01%
Money Market Fund	Fifth Third	\$55,080.12	2.29%	n/a	n/a	0.18%
ICS Account	TriState Capital	\$0.00	0.52%	n/a	n/a	0.00%
Star Ohio Accounts						
Star Ohio Accounts	Star Ohio	\$15,625,336.98	2.58%	n/a	n/a	51.58%
US Treasury						
Mlpfs Inc	Mlpfs Inc	\$320,000.00	2.40%	April 30, 2019	May 14, 2019	1.06%
US Government Agency Discount Notes						
Commercial Paper						
Natixis NY	Dbtc Americas	\$100,000.00	2.82%	January 28, 2019	September 25, 2019	0.33%
Toyota Motor Credit Co	Citibank	\$370,000.00	2.74%	October 30, 2018	May 13, 2019	1.22%
Natixis NY	Dbtc Americas	\$275,000.00	2.71%	February 15, 2019	September 12, 2019	0.91%
JP Morgan Securities	JP Morgan Securities LLC	\$370,000.00	2.68%	February 27, 2019	November 22, 2019	1.22%
Mufg Bank Ltd	Mufg Union Bk	\$300,000.00	2.73%	February 27, 2019	November 22, 2019	0.99%
Bnp Paribas NY	Bnp Paribas	\$300,000.00	2.58%	April 29, 2019	October 25, 2019	0.99%
Certificate of Deposit						
Certificate of Deposit	Discover Bank	\$247,000.00	2.30%	October 19, 2015	September 30, 2020	0.82%
Certificate of Deposit	Capital One National Bank	\$247,000.00	2.28%	October 19, 2015	October 7, 2020	0.82%
Certificate of Deposit	Capital One National Bank	\$247,000.00	2.28%	October 19, 2015	October 7, 2020	0.82%
Certificate of Deposit	Goldman Saks Bank	\$247,000.00	2.20%	October 21, 2015	October 21, 2020	0.82%
Certificate of Deposit	Amex Centurion	\$247,000.00	2.27%	October 29, 2015	October 28, 2020	0.82%
Certificate of Deposit (CDARS)	TriState Capital	\$2,110,121.61	2.60%	December 20, 2018	June 20, 2019	6.97%
Certificate of Deposit	Fifth Third Bank	\$245,000.00	2.45%	March 27, 2019	March 27, 2020	0.81%
Certificate of Deposit	Mutual Savings Bank	\$245,000.00	2.45%	March 27, 2019	March 27, 2020	0.81%
Certificate of Deposit	State Bank of India	\$245,000.00	2.45%	March 27, 2019	March 25, 2020	0.81%
Certificate of Deposit	Wells Fargo Bank National Assoc	\$250,000.00	2.35%	April 24, 2019	May 26, 2020	0.83%
Agency Securities						
Federal National Mortgage	Davidson DA & Company	\$1,100,000.00	1.50%	September 30, 2016	September 30, 2020	3.63%
Federal National Mortgage	Davidson DA & Company	\$550,000.00	1.42%	July 27, 2016	July 27, 2020	1.82%
Federal National Mortgage	Citigroup Global Markets, Inc.	\$555,000.00	0.88%	August 9, 2016	August 5, 2019	1.83%
Federal National Mortgage	Davidson DA & Company	\$1,040,000.00	1.40%	August 30, 2016	August 28, 2020	3.43%
Federal National Mortgage	Fcstone Financial Inc.	\$1,030,000.00	1.60%	August 30, 2016	August 24, 2021	3.40%
TOTAL PORTFOLIO						
		\$30,293,044.71				
						100.00%

CUYAHOGA COUNTY PUBLIC LIBRARY
Purchase Approval List
May 28, 2019

Item	Quantity	Description	Supplier	Unit Cost	Total Amount
		ENCUMBRANCE INCREASES			
1		2019 Delivery service for Search Ohio & Ohio Link			
		SUMMARY: Necessary to increase amount from \$220,000 to \$222,680 due to monthly service fee increase.			
		As requested by the Operations-Finance Division.	State Library of Ohio		\$2,680.00
2		Government relations legal services			
		SUMMARY: Necessary to increase amount from \$66,000 to \$78,000 due to additional services needed.			
		As requested by the Executive Division.	Roetzel & Andress LPA		\$12,000.00
		RENEWAL PURCHASES			
3		Firewall software renewal			
		SUMMARY: Necessary for system wide computer security.			
		As requested by the Information Technologies Division.	Logicalis		\$28,956.00
		NEW PURCHASES			
4		Yearly lease of 220 HP computers with service			
		SUMMARY: Necessary for upgrade of computer equipment. Four year lease has a total amount not-to-exceed \$280,000.			
		As requested by the Information Technologies Division.	Staples Technology Solutions		\$70,000.00
5		Maple Heights Branch HVAC upgrade			
		SUMMARY: Necessary for engineering services for HVAC replacement.			
		As requested by the Operations-Facilities Division.	PTA Engineering		\$110,000.00

CUYAHOGA COUNTY PUBLIC LIBRARY**Purchase Approval List****May 28, 2019**

Item	Quantity	Description	Supplier	Unit Cost	Total Amount
6		Garfield Heights Branch curtain wall repairs			
		SUMMARY: Needed for necessary repairs at Garfield Heights branch.			
		As requested by the Operations-Facilities Division.	Euclid Glass		\$49,400.00

Cuyahoga County Public Library
Gift Report / April 1 - 30, 2019

Gift Amount	Donor	Recipient	Purpose
\$10,000.00	Believe in Reading Foundation	CCPL	Program Giveaway Books
\$5,000.00	The Fedeli Group	CCPL	Culinary Programming
\$733.46	Friends of the Bay Village Branch	Bay Village Branch Trust Fund	April programming and supplies
\$552.53	Friends of the Beachwood Branch	Beachwood Branch Trust Fund	Spring programming and supplies
\$475.00	Friends of the Berea Branch	Berea Branch Trust Fund	April programming and supplies
\$706.87	Friends of the Brecksville Branch	Brecksville Branch Trust Fund	April programming and supplies
\$507.75	Friends of the Brook Park Branch	Brook Park Branch Trust Fund	April programming and supplies
\$180.71	Friends of the Brooklyn Branch	Brooklyn Branch Trust Fund	April programming and supplies
\$461.15	Friends of the Chagrin Falls Branch	Chagrin Falls Branch Trust Fund	April programming and supplies
\$449.00	Friends of the Fairview Park Branch	Fairview Park Branch Trust Fund	April programming and supplies
\$39.78	Friends of the Gates Mills Branch	Gates Mills Branch Trust Fund	April programming and supplies
\$210.84	Friends of the Independence Branch	Independence Branch Trust Fund	April programming and supplies
\$398.67	Friends of the Middleburg Heights Branch	Middleburg Heights Branch Trust Fund	April programming and supplies
\$540.57	Friends of the North Olmsted Branch	North Olmsted Branch Trust Fund	April programming and supplies
\$435.68	Friends of the North Royalton Branch	North Royalton Branch Trust Fund	April programming and supplies
\$340.58	Friends of the Olmsted Falls Branch	Olmsted Falls Branch Trust Fund	April programming and supplies
\$3.05	Friends of the Orange Branch	Orange Branch Trust Fund	April programming and supplies
\$312.05	Friends of the Parma Heights Branch	Parma Heights Branch Trust Fund	April programming and supplies
\$667.00	Friends of the Strongsville Branch	Strongsville Branch Trust Fund	April programming and supplies
\$100.00	Yaser Hadi	Brecksville Branch Trust Fund	For children's health books
\$15,000.00	The Lubrizol Foundation	CCPL	Homework Centers
\$300.00	Drusilla Kosik	CCPL	In memory of Marion Doney
\$10,000.00	Patricia M. Kulp	CCPL	Culinary Programming and Warrensville Heights Garden
\$100.00	Michael Moses	Orange Branch Trust Fund	In support of library services
\$4,000.00	Oswald Companies	CCPL	Final capital pledge payment
\$100.00	John Pasalis	Fairview Park Branch Trust Fund	In support of library services
\$12,000.00	Julie Raskind	CCPL	Homework Centers
\$23,000.00	Starting Point	CCPL	Out of School Time programming
\$50,000.00	Starting Point	CCPL	Kindergarten Clubs
\$5,000.00	Vita-Mix Corporation	CCPL	Culinary Programming

Cuyahoga County Public Library

Resolution To Amend Official Certificate of Estimated Resources and Amend Appropriations

Whereas, the current Certificate of Estimated Resources and Appropriations need to be amended for the year ending December 31, 2019.

Now therefore be it resolved, by the Board of Trustees of Cuyahoga County Public Library amend the Official Certificate of Estimated Resources and Amend the Appropriations as follows:

Official Certificate of Estimated Resources

Special Revenue Fund:

247 – Adult Education Services (AES)	\$ 1,255,725.00
256 – Food & Culinary Literacy Grant	\$ 10,000.00
270 – Homework Centers	\$ 299,415.00
293 – Special School Programing	\$ 121,535.00

Appropriations Amendment

Special Revenue Fund:

247 - Adult Education Services (AES)	\$ 1,255,725.00
256 – Food & Culinary Literacy Grant	\$ 10,000.00
270 – Homework Centers	\$ 299,415.00
293 – Special School Programing	\$ 121,535.00

Approved 28 May 2019

Patricia A. Shlonsky
President

Dean E. DePiero
Secretary

ALTERNATIVE TAX BUDGET INFORMATION

Political Subdivision/Taxing Unit Cuyahoga County Public Library

For the Fiscal Year Commencing January 1, 2019

Fiscal Officer Signature Scott A. Morgan Date May 22, 2019

COUNTY OF CUYAHOGA

Background

Substitute House Bill No. 129 (HB129) effective June 3, 2002, was enacted by the 124th General Assembly in part to allow a county budget commission to waive the requirement that a taxing authority adopt a tax budget for a political subdivision or other taxing unit, pursuant to Ohio Revised Code (ORC)

Ohio Revised Code Section 5705.281

Under the amended version of this section pursuant to HB 129, a county budget commission, by an affirmative vote of a majority of the commission, including an affirmative vote by the county auditor, may waive the tax budget for any subdivision or other taxing unit. However, the commission may require the taxing authority to provide any information needed by the commission to perform its duties, including the division of the tax rates as provided under ORC Section 5705.04.

County Budget Commission Duties

The county budget commission must still certify tax rates to each subdivision or other taxing unit, by March 1 for school districts and by September 1 for all other taxing authorities under ORC Section 5705.35, even when a tax budget is waived. Also, the commission is still required to issue an official certificate of estimated resources under ORC Section 5705.35 and amended official certificates of estimated resources under ORC Section 5705.36

Therefore, when a budget commission is setting tax rates based on a taxing unit's need, for purposes of ORC Sections 5705.32, 5705.34, and 5705.341, its determination must be based on that other information the commission asked the taxing authority to provide under ORC Section 5705.281, when the tax budget was waived. Also, an official certificate must be based on that other information the commission asked the taxing authority to provide.

County Budget Commission Action

On October 11, 2002, during the Cuyahoga County Budget Commission meeting, the commission with an affirmative vote of all members waived the requirement for taxing authorities of subdivisions or other taxing units (Including Schools) to adopt a tax budget as provided under ORC Section 5705.281, but

Alternative Tax Budget Information Filing Deadline

For all political subdivisions excluding school districts, the fiscal officer must file one copy of this document with the County Fiscal Officer on or before July 20th. For school districts the fiscal officer must file one copy of this document with the County Fiscal Officer on or before January 20th.

GUIDELINES FOR COMPLETING THE ALTERNATIVE TAX BUDGET INFORMATION

SCHEDULE 1

The general purpose of schedule 1 is to meet the requirement of Ohio Revised Code (ORC) Section 5705.04 which requires the taxing authority of each subdivision to divide the taxes levied into separate levies. For help use the schedule B issued by the budget commission for the current year and add any. In column 1 list only those individual funds which are requesting general property tax revenue. In column 2 purpose refers to the following terms, inside, current expenses, and special levy for example. In column 4 levy type refers to renewal, additional, and replacement for example. In column 9 identify the amount of general property tax you wish to request.

NOTE:

The general purpose of column 9 is to demonstrate the need to produce property tax revenues to cover the estimated expenditures for the budget year. ORC Section 5705.341 states in part;

"Nothing in this section or any section of the ORC shall permit or require the levying of any rate of taxation, whether within the 10 mill limitation or whether the levy has been approved by the electors, the political subdivision or the charter of a municipal corporation in excess of such 10 mill limitation, unless such rate of taxation for the ensuing fiscal year is clearly required by a budget properly and lawfully,

Property tax revenue includes real estate taxes, personal property taxes, homestead and rollback, and

SCHEDULE 2

The general purpose of schedule 2 is to produce an Official Certificate of Estimated Resources for all. In column 3, total estimated receipts should include all revenues plus transfers in excluding property tax must submit a list of all tax transfers.

SCHEDULE 3

The general purpose of schedule 3 is to provide inside/charter millage for debt service. The basic security for payment of general obligation debt is the requirement of the levy of ad valorem property taxes within the 10 mill limitation imposed by Ohio law. Ohio law requires a levy and collection of ad

SCHEDULE 4

The general purpose of schedule 4 is to provide for the proper amount of millage to cover debt service requirements on voted bond issues. Major capital improvement projects are sometimes financed through the use of voted bonds. The taxing authority seeks voter approval of general obligation bonds and of the levy of property taxes outside the indirect debt limitation in whatever amount is necessary to

SCHEDULE 5

more details.

DIVISION OF TAXES LEVIED

(Levies Inside & Outside 10 Mill Limitation, Inclusive Of Debt Levies)
(List All Levies Of The Taxing Authority)

SCHEDULE 1

I	II	III	IV	V	VI	VII	VIII	IX
Fund	Purpose	Authorized By Voters On MM/DD/YY	Levy Type	Number Of Years Levy To Run	Tax Year Begins/ Ends	Collection Year Begins/ Ends	Maximum Rate Authorized	\$ AMOUNT Requested Of Budget Commission
General	Current	11/4/2008	Replacement	Continuous	1/1/2019	12/31/2019	2.5 Mill	\$42,750,000.00
	Expense		Increase					
Totals								\$42,750,000.00

STATEMENT OF FUND ACTIVITY

(List All Funds Individually)

SCHEDULE 2

I	II	III	IV	V	VI	VII
Fund BY Type	Beginning Estimated Unencumbered Fund Balance	Property Taxes and Local Government Revenue	Other Sources Receipts	Total Resources Available for Expenditures	Total Estimated Expenditures & Encumbrances	Ending Estimated Unencumbered Balance
General	250,000.00	62,750,000.00	3,000,000.00	66,000,000.00	66,000,000.00	0.00
Note Retirement	0.00	0.00	4,666,000.00	4,666,000.00	4,666,000.00	0.00
Capital	10,000,000.00	0.00	100,000.00	10,100,000.00	5,000,000.00	5,100,000.00
Special Revenue	0.00	0.00	1,500,000.00	1,500,000.00	1,500,000.00	0.00
Trust Fund - Regular	2,000,000.00	0.00	5,000.00	2,005,000.00	50,000.00	1,955,000.00
Trust Fund - Special	500,000.00	0.00	2,000.00	502,000.00	20,000.00	482,000.00
Endowment	70,000.00	0.00	1,000.00	71,000.00	1,000.00	70,000.00
Agency	30,000.00	0.00	200,000.00	230,000.00	200,000.00	30,000.00
				0.00		0.00
				0.00		0.00
				0.00		0.00
				0.00		0.00
				0.00		0.00
				0.00		0.00
				0.00		0.00
				0.00		0.00
				0.00		0.00

UNVOTED GENERAL OBLIGATION DEBT

(Include General Obligation Debt To Be Paid From Inside/Charter Millage Only)

(Do Not Include General Obligation Debt Being Paid By Other Sources)

(Do Not Include Special Obligation Bonds & Revenue Bonds)

SCHEDULE 3

I	II	III	IV	V	VI
Purpose Of Bonds Or Notes	Date Of Issue	Final Maturity Date	Principal Amount Outstanding At The Beginning Of The Calendar Year	Amount Required To Meet Calendar Year Principal & Interest Payments	Amount Receivable From Other Sources To Meet Debt Payments
Totals					

VOTED DEBT OUTSIDE 10 MILL LIMIT

(Bonds Or Notes Must Actually Be Issued In Order To Commence Collection Of Property Taxes For Debt Service)

SCHEDULE 4

I	II	III	IV	V	VI	VII
Purpose Of Notes Or Bonds	Authorized By Voters On MM/DD/YY	Date Of Issue	Final Maturity Date	Principal Amount Outstanding At The Beginning Of The Calendar Year	Amount Required To Meet Calendar Year Principal & Interest Payments	Amount Receivable From Other Sources To Meet Debt Payments

TAX ANTICIPATION NOTES

(Schools Only)

SCHEDULE 5

Tax anticipation notes are issued in anticipation of the collection of the proceeds of a property tax levy. The amount of money required to cover debt service must be deposited into a bond retirement fund, from collections and distribution of the tax levy, in the amounts and at the times required to pay those debt charges as provided in the legislation authorizing the tax anticipation notes. (ORC Section 133.24)

The appropriation to the fund which normally receives the tax levy proceeds is limited to the balance available after deducting the amounts to be applied to debt service.

After the issuance of general obligation securities or of securities to which section 133.24 of the ORC applies, the taxing authority of the subdivision shall include in its annual tax budget, and levy a property tax in a sufficient amount, with any other monies available for the purpose, to pay the debt charges on the securities payable from property tax. (ORC Section 133.25)

	Name Of Tax Anticipation Note Issue	Name Of Tax Anticipation Note Issue
Amount Required To Meet Budget Year Principal & Interest Payments:		
Principal Due		
Principal Due Date		
Interest Due		
Interest Due Date		
Interest Due		
Interest Due Date		
Total		
Name Of The Special Debt Service Fund		

Amount Of Debt Service To Be Apportioned To The Following Settlements:		
February Real		
August Real		
June Tangible		
October Tangible		
Total		
Name Of Fund To Be Charged		

Cuyahoga County Public Library

Resolution 2019 - _____

RESOLUTION AUTHORIZING THE LIBRARY TO AMEND AGREEMENT WITH BUILDING TECHNICIANS FOR ROOF REPLACEMENT AT THE FAIRVIEW PARK BRANCH LIBRARY

Whereas, the Cuyahoga County Public Library (the "Library") is a county library district and political subdivision of the State of Ohio organized under the Ohio Revised Code and this Board of Library Trustees (this "Board") is body politic and corporate organized and acting under relevant provisions of the Ohio Revised Code, including sections 3375.22 and 3375.40 of the Ohio Revised Code; and

Whereas, this Board previously authorized a resolution (03/27/2018) for the Library to enter into a contract with Building Technicians for an amount not to exceed **\$299,392.52**, which included a contingency amount; the contingency should not have been included, therefore bringing the amended total amount to **\$272,175.00**; and

Now therefore be it resolved by the Cuyahoga County Public Library:

Section 1. The Board of Trustees is hereby authorized to amend the contract amount from **\$299,392.52** to **\$272,175.00**.

Section 2. It is found and determined that all formal actions of this Board concerning and relating to this resolution were adopted in an open meeting of this Board and that all deliberations of this Board and any of its committees that resulted in this formal action were meetings open to the public in compliance with all legal requirements, including relevant provisions of the Ohio Revised Code.

Approved May 28, 2019

Patricia A. Shlonsky, President

Dean E. DePiero, Secretary

Cuyahoga County Public Library

Resolution 2019- _____

Resolution to approve Change Order Number One for Building Technicians Corp. regarding the Fairview Park Library Roof Replacement

WHEREAS, this Board did enter into an Agreement with Building Technicians Corp. for the roof replacement at the Fairview Park Library for the contract sum of \$272,175.00; and

WHEREAS, the Owner, Roof Consultant, and Contractor have agreed to a deduct change order for the unused allowance; and

WHEREAS, the total Change Order decrease is \$20,845.00 bringing the adjusted contract total from \$272,175.00 to \$251,330.00.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Cuyahoga County Public Library hereby approve Change Order Number One for Building Technicians Corp. in the amount of (\$20,845.00).

Approved May 28, 2019

Patricia A. Shlonsky, President

Dean E. DePiero, Secretary

Document G701

Change Order

PROJECT: (Name and Address) CCPL Fairview Park Branch 21255 Lorain Road Fairview Park, OH 44126	CHANGE ORDER NUMBER: 1 DATE: 4/15/19	OWNER <input checked="" type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>
TO CONTRACTOR: (Name and Address) Building Technicians Corporation 4500 Clay Street Geneva, OH 44041	CONTRACT FOR: CCPL Fairview Park Branch Roof Replacement Project	

The Contract is changed as follows:

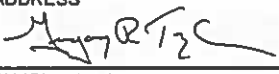
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

SEE ATTACHED CHANGE ORDER SUMMARY

The original Contract Sum was	\$	\$272,175.00
The net change by previously authorized Change Orders	\$	\$0.00
The Contract Sum prior to this Change Order was	\$	\$272,175.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	\$20,845.00
The new Contract Sum including this Change Order will be	\$	\$251,330.00
The Contract Time will be unchanged by <enter days in words> () days		
The date of Substantial Completion as of the date of this Change Order therefore is		


(Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Taylor Consulting Group, LLC
ARCHITECT (Firm name)
P.O. Box 1570
Mentor, OH 44061
ADDRESS

BY (Signature)

Gregory R. Taylor
Typed name

4/15/2019
DATE

Building Technicians Corporation
CONTRACTOR (Firm name)
4500 Clay Street
Geneva, OH 44041
ADDRESS

BY (Signature)

Cari S. VanHoy, President
Typed name

05/09/2019
DATE

Cuyahoga County Public Library
OWNER (Firm name)
2121 Snow Road
Parma, OH 44134
ADDRESS

BY (Signature)

Typed name

DATE

OWNER: Cuyahoga County Public Library
PROJECT: CCPL Fairview Park Branch
CONTRACTOR: Building Technicians Corporation

CHANGE ORDER SUMMARY:

Allowance Quantities	Est. Qty.	Unit Price	Extension	Used Qty.	Unused Qty.	Unused Total	Used Total
Replacement of deteriorated metal decking matching configuration of existing metal decking.	1,000 SF	1.00 SF	1,000.00	0 SF	1,000 SF	1,000.00	0.00
Replacement of deteriorated 2.5" polyisocyanurate insulation.	6,000 SF	1.20 SF	7,200.00	0 SF	6,000 SF	7,200.00	0.00
Replacement of deteriorated 2" x 6" wood nailers matching the configuration of existing wood nailers.	800 LF	2.00 LF	1,600.00	120 LF	680 LF	1,360.00	240.00
Replacement of deteriorated 2" x 8" wood nailers matching the configuration of existing wood nailers.	800 LF	2.00 LF	1,600.00	0 LF	800 LF	1,600.00	0.00
Securement of existing loose wood nailers with mechanical fasteners (staggered 6" oc.)	2,500 LF	0.50 LF	1,250.00	0 LF	2,500 LF	1,250.00	0.00
New 4" cast roof drains including insulated leaders tied into existing leaders.	4 EA	2,000.00 EA	8,000.00	0 EA	4 EA	8,000.00	0.00
Installation of new roof drain insert into existing drain. tied into existing leaders.	10 EA	400.00 EA	4,000.00	0 EA	10 EA	4,000.00	0.00
Installation of walkway pads.	100 LF	16.00 LF	1,600.00	0 LF	100 LF	1,600.00	0.00
Existing window wall repairs.	1 LS	8,000.00 LS	8,000.00	0 LS	1 LS	8,000.00	0.00
			34,250.00			34,010.00	240.00

Extra Work Items:

ADD-Install 1 pipe portal utility box
 ADD-Install premium color metal edge in lieu of standard
 ADD-Window wall repairs

Qty.	Unit Price	Extension
1 EA	650.00	650.00
1 EA	3,315.00	3,315.00
1 EA	9,200.00	9,200.00
		13,165.00

CHANGE ORDER TOTAL:

Total Quantity Amount 34,250.00
Less Used Quantities 240.00
Total Unused Quantities 34,010.00
Extra Work Items 13,165.00
Total C/O Deduct: 20,845.00

CUYAHOGA COUNTY PUBLIC LIBRARY

Resolution 2019-_____

RESOLUTION AUTHORIZING CCPL TO ADVERTISE FOR BIDS FOR HVAC REPLACEMENT AT THE MAPLE HEIGHTS BRANCH

WHEREAS, the Cuyahoga County Public Library System is a political subdivision of the State of Ohio organized under the Ohio Revised Code and this Board is acting under relevant provisions of the Revised Code including 3375.40; and

WHEREAS, proposals were solicited by PTA Engineering on behalf of Cuyahoga County Public Library for engineering services to replace the HVAC system at the Maple Heights Branch Library; and

WHEREAS, it has been recommended by PTA Engineering that Cuyahoga County Public Library advertise to request bids to obtain the lowest and most responsible bid to perform the HVAC replacement.

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of Cuyahoga County Public Library does hereby authorize the Operations Division to advertise for bids for the HVAC replacement at the Maple Heights Branch Library.

Approved May 28, 2019

Patricia A. Shlonsky, President

Dean E. DePiero, Secretary